

ALL FACULTY SANTA ROSA JUNIOR COLLEGE ASSOCIATION

EXECUTIVE COUNCIL MEETING MINUTES

February 26, 2026

(Approved by the Executive Council on April 8, 2026)

* Sarah Whyllly, <i>presiding</i>	* Michelle Hughes Markovics	* Tim Melvin	* Christie Soldate
* Ashley Arnold	* Steven Kessler	* Venona Orr	Michelle van Aalst
* Marc Bojanowski	* Dawn Lukas	* Jessie Paisley	* Johannes van Gorp
* Jessica Bush	* Sean Martin	* Stacie Sather	<i>Associate Vacancy</i>
* Amanda Greene	* Siobhan McGregor-Gordon	* Emily Schmidt	

Negotiators/Appointed Positions present: K. Frindell Teuscher, Ivan Tircuit
Staff members present: Stephanie Simons

The meeting was called to order at 3:21 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 4:03 p.m.

MEMBER CONCERNS WITHIN AFA'S PURVIEW

1. **Training for incoming support staff**. A Councilor read a statement on behalf of the Biological Sciences faculty who are concerned about the turnover process with the Science Lab Coordinator position. No training has been authorized for the new lab coordinator, and there is no overlap in employment with the current lab coordinator. The department chair has asked the dean repeatedly to provide training, but there has been no response. Training is essential to impart knowledge regarding lab safety, hazardous waste management, and other departmental processes.
2. **Potential misuse of Doyle Scholarship awards**. A member presented some observations regarding student attrition and awarding of the Doyle Scholarship. The member noted that when a student receives a Doyle Scholarship, they are not required to return the scholarship money if they are on the census at week five. The member requested AFA ask the District to investigate this potential area of fraud.
3. **Transparent reporting on the assignment acceptance letter**. A Councilor presented a concern from associate faculty that the acceptance letter does not delineate how many hours will be paid in total. The faculty member requested the total hours of the offer be delineated on the acceptance letter.
4. **Transparent reporting on paycheck stubs**. A Councilor presented a concern from associate faculty regarding the reporting of the pay period on the paycheck stub. Currently, associate paystubs show the period worked as a calendar month, however associate faculty actually work a pay period beginning on the 21st of the first month continuing to the 20th of the next month. The faculty member requested accuracy in reporting the days worked.
5. **Non-credit classes not paid in five equal payments**. A Councilor presented a concerned from an associate faculty member who would like to see pay for hourly, non-credit assignments paid in five equal monthly payments, instead of variable payment amounts based off of the actual hours worked in a pay period.

6. Access to safety data sheets. A Councilor reported that Material Safety Data Sheets are difficult to obtain at SRJC. They are required by law to be available immediately in case of emergency, but at SRJC one must email a particular office to obtain access to the information, or login to a password-protected website. The process takes far too long, especially in an emergency situation.
7. AFA survey regarding in-person requirement. A Councilor asked the Executive Council to consider that an in-person requirement might alleviate possible unfairness in sick leave accrual and/or use between those that teach only in-person versus asynchronous or online.

MINUTES

There being no corrections or additions, the Council approved a motion to accept the minutes from the February 11, 2026 Executive Council meetings as submitted (unanimous consent). (Approved minutes are posted at <http://www.afa-srjc.org/minutes.shtml>.)

ANNOUNCEMENTS

1. **2026-27 AFA Leadership Elections: At-Large Negotiators.**
 - The list of newly elected AFA At-Large Negotiators was shared with the Council. Congratulations were offered to the winners. The following persons were elected:
 - At-Large Negotiator – Jessica Bush
 - At-Large Negotiator – Siobhan McGregor-Gordon
2. **2026-27 AFA Leadership Elections: Appointed Positions (Communications Director, FACCC Representative).** Sarah explained that there are two appointed positions to be filled. There is one candidate for each position.
 - A motion was made, seconded, and approved to move this item to an Action Item (unanimous consent).

OTHER REPORTS

1. **President's Report.** Sarah reported on the following:
 - Health insurance update at PDA day. AFA held a session at PDA day to update faculty on the health care premium increase. It was well attended and the venue encouraged outreach to faculty members not usually in attendance at other AFA events. New points of view were introduced that encouraged robust discussion.
 - Spring Retreat. The spring retreat was canceled for this semester because there was not enough time remaining in the semester to plan and execute the event. Sarah asked that the Executive Council turn the discussion to the fall retreat. She announced that the cabinet will focus on planning a few events for the membership.
 - FACCC Conference. Sarah revealed that this was the first FACCC Advocacy and Policy (A&P) Conference that she has attended. She reported there was much information about what legislators are doing to specifically help faculty with the impossible budget situation. In turn, attendees spent time making legislators aware of the faculty health care situation. Two SRJC students attended, and expressed interest in giving a presentation to the Executive Council regarding their interactions with lawmakers. A dissemination of information obtained from the conference is expected to occur in the near future.
 - Shared governance update. Academic Senate and AFA met to develop a process for discussing items under shared governance.
 - Inter-union collegiality. AFA met with SEIU regarding the health insurance premiums. Budget concerns were also discussed. AFA looks forward to an ongoing open dialogue to work with SEIU colleagues in solidarity.
 - Ideas for shorter retreat-type events. Sarah explained the cabinet was discussing hosting a social hour or a luncheon discussion in lieu of the full-day retreat.
 - Suggested topics:
 - Guidelines for acting as an AFA representative when on a committee.
 - PERB complaints
 - 1-2 articles that you should know from the contract
 - Student complaint process

- How to be an effective Weingarten representative
 - Visit from the accountants/auditors.
 - Additional topics suggested by Councilors included:
 - Hosting an event for the membership with a presentation on a topic such as retirement plans or the SCFF.
 - Comments & Questions.
 - A Councilor directed faculty members to visit FACCC.org and review items under the “legislative priorities” button. They noted there are two FACCC board members in the room at every AFA Executive Council meeting: Emily Schmidt and Siobhan McGregor-Gordon, and next year Jessy Paisley. They encouraged those interested to consider joining a FACCC committee. The interest form is available on the FACCC website.
 - A Councilor suggested that the students give their presentation in a more social setting outside of an Executive Council meeting.
2. **Treasurer’s Report.** Siobhan McGregor-Gordon reported on the second quarter (Oct.1 – Dec. 31, 2025) finances.
- Revenue.
 - The total revenue is projected to be higher than budgeted by \$11,538 due in part to interest earned from CDs.
 - Contract faculty dues are slightly under budget, while associate faculty and overload assignments are slightly higher than budgeted.
 - Savings are anticipated in salary for the administrative director and legal fees because these accounts are budgeted high in case of unforeseen events.
 - Overall, the actual revenue and expenses are aligned with the budget. The projected net revenue is \$27,000.
 - Expenses.
 - Events do not include a retreat but do include some sort of social event, such as an end-of-year party.
 - Questions and Comments
 - Q: What is the percentage of faculty that are paying dues?
 - A: The percentages differ for each type of faculty. Contract faculty are slightly under 90%. Associate faculty are at about 40%. More specifics can be provided after reviewing the database. In terms of the number of bodies, they are very equal, with about a 20-person difference.
 - C: Two new contract faculty members and several associate faculty members joined AFA this semester.
3. **Associate Cabinet Report.**
- This item was postponed.

DISCUSSION ITEMS

1. **Policy Development: Support Officer.** Sarah explained that, due to an increased number of meetings called by the administration, she would like to create a support officer or support position to alleviate some of the burden. The position could be a faculty position or a staff position, wherever the need was greatest. The item was opened for discussion.
- There was a request for clarification on the tasks that needed to be completed.
 - There was general agreement that a proposal for additional office staff should be developed by the cabinet and staff and brought to the Executive Council for review.
 - Statements were made for:
 - expanding the reassigned time for existing officers
 - providing cross-training to officers to support those officers requiring additional help
 - using the Vice-President positions as “back-up,” which historically is how the positions have been used, and working smarter within the existing system
 - creating a short-term, jack-of-all-trades officer position that could assist as needed
 - only creating an officer position if it is long-term and permanent
 - finding an alternative to offering reassigned time, such as a rotation list for special tasks or a different form of compensation
 - using the existing short-term position of Past President to address any additional work
 - expanding the role of an existing officer for the benefit of the institutional knowledge they bring to the table.

- This discussion was tabled for review and time constraints.
2. **AFA Spring Retreat**
- Due to time constraints, this discussion was tabled for a future meeting. See also President's Report for update.

ACTION ITEMS

1. **2026-27 AFA Leadership Elections: Appointed Positions (Communications Director, FACCC Representative).**
- This item was moved from an Announcement.
 - The following persons were nominated for the open positions:
 - Communications Director – Matthew Martin
 - FACCC Representative – Jessy Paisley
 - A call was made for further discussion.
 - A motion was made, seconded, and approved to appoint the candidates to the respective positions (unanimous consent).

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

Minutes submitted by Stephanie Simons.