

# ALL FACULTY SANTA ROSA JUNIOR COLLEGE ASSOCIATION

## EXECUTIVE COUNCIL MEETING MINUTES SPECIAL SESSION

August 27, 2025

(Approved by the Executive Council on September 10, 2025)

Executive Councilors present (noted by \*):

* Anne Donegan, <i>presiding</i>	* Michelle Hughes Markovics	* Venona Orr	* Michelle van Aalst
* Ashley Arnold	* Dawn Lukas	* Jessy Paisley	* Johannes van Gorp
* Marc Bojanowski	* Sean Martin	* Emily Schmidt	* Sarah Whyllly
* Amanda Greene	* Tony Martin	* Christie Soldate	* Patsy Young
	* Siobhan McGregor-Gordon	* Ivan Tircuit	* <i>associate vacancy</i>

Negotiators/Appointed Positions present: K. Frindell Teuscher, Matthew Martin

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 4:03 p.m.

### MEMBER CONCERNS

1. **Automatic incorporation of AI in regularly used tools**. A Councilor reported that Zoom added many AI features. The features were automatically turned on. The Councilor believes that all AI features in software used by the District should be turned off by default. It was requested that AFA negotiate the impacts of these changes to working conditions.
2. **Class Sizes**. A Councilor presented a concern from a faculty member who requested more information about why there are differences in class size depending on the field of study.
3. **Student involvement in the hiring process**. A member presented a concern that arose after watching the last Academic Senate meeting. The member stated it was mentioned that the Administration felt it was a problem if students were involved in the hiring process because each department incorporates students in different ways. The member asked if there was any legal equity language that could cause the Administration's concern? In addition, the member asked if the Academic Senate were to pass a prescriptive recommendation, what rights do faculty members have to exercise their preference?
4. **AI tools in Canvas**. A member presented concerns about AI tools appearing in Canvas. They cautioned members not to feel forced to use Canvas because the tools are embedded in the architecture of the programs. The member was concerned that intellectual property rights might not be upheld. They stated that non-compliance with intellectual property rights will lead to the exploitation of faculty. The member asked AFA to consider the impacts of such an event when negotiating with the District regarding AI.
5. **District requirement to use personal devices**. A Councilor presented a concern from a member. The IT department enabled certain security measures that require all employees who use District IT services

to use their personal devices and email accounts to verify their SRJC accounts if they are locked out or disconnected from the SRJC email service. The member requested that AFA demand the District compensate employees for using their own devices.

6. Shortage of laptops for associate faculty. A Councilor presented a concern from an associate faculty member regarding laptops for associates. The faculty member was told by IT there were not enough laptops for all associates meeting the requirements to use District-provided equipment. The stated reason this occurred was because the IT budget for equipment had been redirected to ensure there was enough money and resources to maintain the existing desktop computers on campus. The faculty member felt desktop computers were antiquated. The faculty member requested AFA clarify with the District their priorities for providing up-to-date equipment to faculty members.
7. AFA dues deductions on overload pay. A Councilor presented a concern from a contract member regarding AFA dues deductions from overload pay. The member stated that dues should be limited to their contract load. Because contract faculty carry a full load, the member asked that AFA consider the dues paid on the full contract load sufficient to meet a contract faculty's dues obligation. If faculty choose to take on additional work, they should be fully compensated for that work without having that pay reduced by a requirement to pay additional dues. The faculty member requested that AFA consider excluding overload pay from the dues calculation.
8. Off-campus sites and District protocol for ICE and other malicious encounters. A member reported that the majority of EMLS classes were held off-site and in the late evening. They stated there was growing concern that several sites have no other personnel around, leaving faculty and students vulnerable to agencies and persons with malicious intent. The District protocol included instructions to call the office of the President, which was closed when the EMLS classes were held, and District PD which was too far away to quickly respond. Most faculty working the evening classes cited concerns about their obligations to simultaneously keep students calm, call the President's office, and prevent entry to the classroom by an outside entity. As a department, EMLS discussed many scenarios that warrant additional attention from the District. The member requested that AFA demand the District take further action to protect the faculty members and students.

## MINUTES

A motion was made and seconded to approve the minutes from the May 14, 2025 Executive Council and General Membership meeting and the August 6, 2025 Special Session of the Executive Council (18 in favor, 0 opposed, 0 abstentions). (Approved minutes are posted at <http://www.afa-srjc.org/minutes.shtml>).

## GENERAL ANNOUNCEMENTS

### 1. CCCI Fall Conference (10/23/25 – 10/25/25)

CCCI is the California College of Independents. The CCCI Fall conference was scheduled to be held in San Diego at the end of October. AFA policy outlined that up to five Executive Council members receive reimbursement for attending the conference. Executive Council members were asked to submit interest to AFA staff by September 9, 2025.

### 2. AFA Fall Retreat (9/12/25)

The AFA fall retreat was scheduled for September 12, 2025 at the Finley Community Center. AFA's attorney will attend and give a presentation. Additional informational sessions and break out work will round out the day. Councilors were asked to R.S.V.P. to the AFA Office.

## MAIN REPORTS

### 1. President's Report

- Introduction of the 2025-26 Executive Council. Anne asked all members of the Council to introduce themselves to the attendees. Anne invited faculty to contact any of the persons on the Executive Council or the AFA office with any issues related to working conditions.
- Associate Councilor Vacancy. Anne reminded the members that there was an associate Councilor vacancy for Fa25-Sp26. She encouraged members to tell their colleagues, and encouraged qualified candidates to apply. Candidates were asked to send interest to the AFA office by September 5.
- Presidential vacancy, Spring 2026. Anne announced her sabbatical in spring of 2026. An election will be held during fall 2025 to fill the one semester vacancy for both the office of President and the contract Councilor seat.

- New faculty meeting. Anne met with five new faculty at the New Faculty Orientation to introduce them to their union. The three contract faculty joined AFA. The three new memberships off-set the three opt-outs that occurred in 2025. It was noted that last year ten faculty members retired, leaving roughly six vacancies, so the total AFA membership numbers are down.
- Outreach and PDA event. Attendees were thanked for attending the PDA event. AFA hosted an information table with ample morning snacks, AFA swag, and membership forms. It provided the opportunity for outreach with classified colleagues and managers. Anne announced additional opportunities for outreach will be found through the work of the Communications Director and participation in other campus-wide events.
- Committee for AFA and Management Problem Solving (CAMPS). It was explained that CAMPS was created as a consolidated meeting between VPs, Deans, and AFA officers. It was scheduled for every other Friday when AFA and the District are not negotiating. The meeting has had the benefit of providing accountability between management and their peers.
- Priorities and Values. Anne reviewed the direction that AFA projects will take for the 2025-26 term. The website project was to continue through the team effort of Sarah Whyllly and AFA staff. Anne stated AFA administration was focused on ensuring AFA acts as a "good steward" with union members' money. One focus area was, "What can we do?" It was decided that AFA can do more with more AFA presence. This was accomplished by creating the roles of Communications Director and Past President, both of which raise the voice of AFA. In addition, it was decided that associate Councilors on AFA will receive compensation for attending the AFA Associate Interests Committee (AIC) meetings. The group was asked to focus on special projects assigned by the Executive Council that relate to associate interests. Anne noted that in 2024-25, AFA expenses were \$40,000 less than what was budgeted. The anticipated revenue for 2025-26 remained the same, and it was earmarked to support the new positions and projects for 2025-26.

## **2. Treasurer's Report: EOY 2024-25 & 2025-26 Budget**

- EOY 2025-26. Siobhan reviewed the end-of-year Treasurer's Report, highlighting items of interest.
  - AFDAF: The total spent was lower than budgeted due to vacancies, and an AFA appointment to a committee was placed in a position that was paid by the District, rather than AFA.
  - Conference & Travel: There was a large surplus in the category because only one person used the extra funds to cover registration.
  - Employee Benefits: It was explained that this category was used to track the Administrative Director's paid time off (PTO). It was determined during the year that an end-of-year adjustment was a better way to track the accumulation of PTO. For the future, the category will indicate the funds paid toward the hourly healthcare stipend.
  - Legal fees: The category indicated a savings because there were no large legal entanglements.
  - Reassigned Time: The category showed an overage because of a spreadsheet miscalculation related to the fall reassigned time for the FACCC representative. In addition, taxes paid on the salaries of officers during the summer were not available at the time the Budget was drafted.
  - Net revenue: Net revenue was exceeded by \$87,000, which was an increase of \$41,000 from the previous year.
- Budget 25-26. Siobhan presented the draft budget, highlighting notable changes.
  - Member dues: The number of contributing contract faculty members went down due to several retirements and no replacement hiring. A slight increase to prior year contributions is expected thanks to Rank 10 and the COLA increase.
  - Investing: Investing options continue to be explored to find the best available rate of return. AFA accounts currently not earning any interest will be reinvested.
    - Interest rates: The draft budget anticipated that interest rates will go down throughout the year.
  - AFDAF: The category saw an increase of \$16,000 due to:
    - Associate appointments to District-wide committees that meet frequently
    - Regular meetings of the Executive Council sub-committee, Associate Interests, which required compensation for associate attendees.
  - Conference: Costs were slightly reduced because AFA received the perk of complementary attendance at the FACCC A&P conference. The reduction ends in 2026.
  - Events: The events budget was reduced slightly to curtail expenditures.
  - Employee benefits: This budget category tracked PTO, but was changed for 2025-26 to track the employee health benefit stipend.

- Legal fees: The category was reduced because AFA canceled the retainer agreement with a second attorney.
  - Taxes: Payroll taxes were expected to increase because the payroll was subject to regular increases.
  - Reassigned Time: The two new positions, Past President and Communications Director, increased the reassigned time for 2025-26.
  - Overall impression: The budget increased by \$45,000, but it is not reflected in the revenue because of the additional expenditures. A decrease in net revenue of \$39,000 was expected.
  - Questions and Comments:
    - A comment was made praising Siobhan and the work she completed.
    - Q: Is there anything you are concerned about? Do you have a perspective on our circumstance?
    - A: AFA is in good financial standing. The budget uses the revenue for the year, but does not go into the negative, which would require AFA to use its savings for ongoing expenditures. It is hoped AFA will continue to be able to grow its reserves to ensure its survival for future colleagues.
    - Thanks were given to the membership for voting to rejoin FACCC via individual dues deductions. This allowed AFA to stay salient, while also maintaining representation at the state level.
- Siobhan announced she was retiring at the end of spring 2026. She was compiling an instruction manual to make the takeover process easy for the next person to hold the office of Secretary/Treasurer.

## DISCUSSION ITEMS

### 1. AFA Draft Budget, 2025-26

Siobhan presented the detail of the draft budget for 2025-26 in tandem with the End of Year Treasurer's Report.

- Anne opened discussion regarding adoption of the budget.
- A motion was made and seconded to move this item to an Action Item.

### 2. Shared Governance Joint Statement to the Board

In spring of 2025, AFA, SEIU, and the Classified Senate presented a joint statement to the Board of Trustees regarding student and employee safety in the current political climate. Anne stated that work was in progress to encourage all shared governance to participate in the resolution this year to form a united front on the issue. Anne reported that SGA was trying to put the resolution on an SGA agenda, and Academic Senate would consider it again this year, though last year they determined it was not within their purview to make such a statement. Anne asked the Council to approve bringing the statement to the Board again in 2025-26.

- A request was made to edit and complete a final proof of the document.
- A motion was made and seconded to move this item to an Action Item

### 3. AFA Representatives to District-wide Committees for 2025-26

Anne presented the list of committee appointments for approval. She noted there were changes due to District reorganizing. Anne compiled the assignment list over the summer based on the submissions of interest that occurred at the end of spring 2025.

- A request was made to amend the listed meeting time of DFAC and SEMP.
- A Councilor asked why the Gen AI taskforce was listed as pending.
  - ⇒ A: It was explained that the candidate for the position had not yet fully committed to the role. Others were invited to send their interest for the position to Anne for consideration, should the candidate decline the post. Anne also encouraged interested parties to apply through the District recruitment for the taskforce.
- A coordinator from the Professional Development committee noted that a department-wide Professional Development committee was being formed, and changes to the Professional Development committee appointments were expected.
- There being no further discussion, a motion was made and seconded to move this to an action item.

### 4. Donation to North Bay Jobs with Justice (NBjwJ). This item was postponed due to time constraints.

### 5. Proposed Time change to AFA Executive Council meetings. This item was postponed due to time constraints.

**6. Proposed Amendment to AFA Policies: AFA District Committees Policy.** This item was postponed due to time constraints.

**7. 2025-26 Priorities.** This item was postponed due to time constraints.

## **ACTION ITEMS**

### **1. AFA Draft Budget, 2025-26**

- This item was moved from a Discussion Item.
- There being no further discussion, a motion was made, seconded, and approved by unanimous consent to adopt the proposed budget for 2025-26.

### **2. Shared Governance Joint Statement to the Board**

- This item was moved from a Discussion Item.
- There was a call for further discussion.
  - A comment was made that support for the joint resolution was of high importance, not only for the undocumented, but also for those who may be inaccurately profiled by I.C.E.
- A motion was made, seconded, and approved to accept the resolution with grammatical corrections (unanimous consent).

### **3. AFA Representatives to District-wide Committees for 2025-26**

- This item was moved from a Discussion Item.
- There was no further discussion.
- A motion was made, seconded, and approved for the appointments (unanimous consent).

The meeting was adjourned at 5:02 p.m.

Minutes submitted by Stephanie Simons.