

**ALL FACULTY ASSOCIATION  
EXECUTIVE COUNCIL  
MEETING MINUTES**

April 26, 2006

*(Approved by the Executive Council 5/10/06)*

Executive Council members present (noted by \*):

* Janet McCulloch, <i>presiding</i>	Jim Elrod	* Michael Ludder	* Deborah Sweitzer
* Alix Alixopoulos	* Peggy Goebel	* Joel Neuberg	* Doris Tolks
* Ted Crowell	* Ann Herbst	* Andrea Proehl	* Linda Weiss
John Daly	* Johanna James	* Greg Sheldon	* Lynda Williams

Also present: Courtenay Anderson, Paula Burks, Phil Forester, Michael Kaufmann, Eric Stadnik, Judith Bernstein.

The meeting was called to order at 3:45 p.m.

**MEMBER CONCERNS**

1. Academic Affairs Reorganization. Ted informed the Council that a committee/task force may be formed to discuss implementation of the District's plan to reorganize the cluster that currently includes the Business Office Technology, Business Administration, and Computer & Information Sciences departments. Ted suggested that adjunct instructors interested in participating should contact Janet or Judith regarding the possibility of compensation through the Adjunct Faculty District Activities Fund.
2. Emergency Hires and Enrollment Enhancement. Given that the AFA and the District are working together to expand the schedule of classes, Greg asked whether there is any provision that allows a department to more easily hire adjunct faculty on an emergency basis, without going through all of the usual hiring procedures. Many departments are experiencing difficulty in finding enough faculty to teach their classes. It was pointed out that the issue of emergency hires falls within the Academic Senate's purview and that these procedures have recently been updated, making it a little more difficult to implement. If the department chair and supervising administrator agree, however, that they cannot wait seven weeks to hire faculty, they may proceed. Brief discussion followed about the District's reluctance to hire adjunct faculty in temporary positions, for fear of accidentally triggering a right to a tenured position. Janet noted that many chairs are not aware that there is a stack of applications in the Human Resources Department, that the adjunct pool is technically always open and that, if chairs need to, they can go through the stack and do an emergency hire. Although the District would prefer that the adjunct faculty in the pool go through the normal interview process with a hiring committee, and that chairs do not resort to emergency hires on a regular basis, Janet said there is no real impediment. She recommended that interested chairs contact Sarah Hopkins in H.R.
3. May Day 2006. Michael Kaufmann called the Council's attention to the nationwide economic boycott that will be held on Monday, May 1. He said that many ESL faculty and students will be leaving classes and attending a march in Santa Rosa on that day.

## ANNOUNCEMENTS

### 1. AFA Representative Election Results.

- Regular Faculty: Janet reported that she and Courtenay counted the ballots on Monday, April 24, 2006. Of the 269 regular faculty ballots that were distributed, 130 were returned on time and counted (a 48% return rate). For four seats, six candidates ran: Michael Aparicio, Paula Burks, Jim Elrod, Reneé Lo Pilato, Andrea Proehl, and Lynda Williams. Those elected were: Paula, Reneé, Andrea and Lynda.
- Adjunct Faculty: Of the 582 adjunct faculty ballots that were mailed out, 146 were returned on time and counted (a 25% return rate). For three seats, six candidates ran: Alix Alixopulos, Lara Branen, Ted Crowell, Michael Kaufmann, Eric Stadnik, and Doris Tolks. Those elected were: Alix, Lara, and Michael.

## MINUTES

There were no additions or corrections to the April 5, 2006 Executive Council meeting minutes, which were unanimously approved as written.

## ACTION ITEMS

### 1. Nominations for Officers and Other Positions for 2006-07. The following nominations were put forward for election or appointment to one-year term positions, which would start at the beginning of the Fall 2006 semester (adjunct faculty status indicated by \*):

Vice President	Johanna James
Secretary/Treasurer	Paula Burks
Chief Negotiator	Deborah Sweitzer
Conciliation/Grievance Officer	Ann Herbst
Negotiator Position 3: Data/Research	Warren Ruud
Negotiator Position 4: Note Taker	Ted Crowell*
†Negotiator Positions 5 and 6:	Michael Ludder*, Michael Kaufmann*, John Daly
Bay Faculty Assoc. Representative	Alix Alixopulos*, Johanna James

†The Negotiations Team must include a minimum of two adjunct faculty members. Since Ted Crowell is running unopposed for Position 4 and he is an adjunct, at least one of the two people appointed to Negotiator Positions 5 and 6 must be an adjunct faculty member. In addition, following brief discussion, it was agreed that the nominations for Positions 5 and 6 would be treated as a pool of candidates for the two positions; however, the vote for appointment of Position 5 would take place prior to the vote for appointment of Position 6.

The Council unanimously approved a motion to accept the slate of nominations (9 in favor, 0 opposed, 0 abstentions). Judith will e-mail a reminder to candidates to submit their statements in time for inclusion in the May 10 Council meeting packet.

### 2. AFA Donation to the Frank P. Doyle Library Endowment. The Council continued discussion about the motion made at the 3/22/06 meeting to approve an AFA donation of \$1,000 to the new Library Endowment fund. Some Council members expressed the opinion that such a donation would be an inappropriate use of member dues, that Council members have the option to donate on an individual basis, and that there are other ways of showing support for the new library. Others supported the AFA donation on the basis that the new library will be a resource for faculty, as well as for students, and that it will have a positive effect on working conditions, in that it will help faculty

with students. In addition, in the spirit of collegial relations with the District, AFA's name on a plaque would show support for learning resources and for the College. Following the discussion, the Council approved a motion to donate \$1,000 to the Doyle Library Endowment fund (7 in favor, 2 opposed, 0 abstentions).

### **DISCUSSION ITEMS**

1. Revision of Bylaws re: Elections Timeline. Janet said that the officers recently discussed the Council representative and officer election schedule and realized that it would be preferable to hold Council elections earlier in the Spring semester, so that those faculty members elected or appointed to AFA officer or other positions would be better able to plan their Fall schedules. Two concerns were expressed: 1) faculty elected to serve on the Council in the Fall might be interested in attending Council meetings in the Spring after the elections, but they would have to leave the room during closed session discussions; and 2) Council members who were not re-elected might stop being active. In response to the first concern, it was suggested that the Council consider allowing newly elected representatives to attend meetings, including the closed session, before their term begins but not to vote. It was also suggested that newly elected Council members could benefit from some in-service training, and that inviting them to attend Council retreats might be a good idea. In response to the second concern, several Council members said that historically "lame duck" loss of interest has not been a real problem. Following the discussion, it was suggested that the election of Council representatives be held in February, and the election/appointment of AFA officers and other positions be held prior to Fall Schedule Proof 2 deadline. The officers agreed to bring a proposed revision to the AFA Bylaws reflecting these two to the next Council meeting.

### **MAIN REPORTS**

1. President's Report: Institutional Planning Council (IPC) Meeting:
  - Enrollment Growth. Janet reported that at IPC and Budget Advisory Committee meetings, Michael Beebe, Vice President of Business Services, reported that enrollment has grown .8%, is at greater than 2004-05 levels, but is still down 1% at this point in time. Janet said that there is still a big push for summer and a need to become more creative in growing enrollments, which historically had steadily increased even without any extra effort. Now that we need to achieve serious growth, Janet reiterated the need to impress upon faculty the importance of finding and keeping our students.
  - Academic Affairs Reorganization. Janet said that there was also discussion at IPC about faculty's unhappiness with the Academic Affairs reorganization plan. Janet said that chairs, and the AFA Negotiations Team, agree that the timeline is not realistic. Other concerns include the lack of adequate consultation (AFA was not consulted about the contractual implications) and the lack of a clearly outlined process — what a chair and dean might need to do to effect the proposed changes. At the end of Janet's report, a draft of the proposed Academic Senate resolution was read out loud to the Council.
2. Negotiations Report. This report and subsequent discussion were conducted in closed session.
3. Conciliation/Grievance Report. This report and subsequent discussion were conducted in closed session.

The meeting was adjourned at 4:50 p.m.

Minutes submitted by Judith Bernstein.