



# UPDATE

August 23, 2005

• A Publication of the All Faculty Association at Santa Rosa Junior College •

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## President's Welcome

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Dear Faculty Colleagues,

Welcome back to another year at Santa Rosa Junior College. I hope that your summer was relaxing and productive. As we begin the fall semester, we are once again chasing enrollment growth as a way to insure the future financial health of this institution. Why are we doing this? The answer is mathematically quite simple—**for every 1% of enrollment, we currently receive approximately \$750,000 in apportionment from the State.** Conversely, for every 1% decrease in enrollment from the previous year's figures \$750,000 in funding disappears from the bargaining table. There is money in the State Budget for enrollment growth this year, and if we can enroll more students, then we will increase our funding for next year. Those of you who are longtime instructors have seen this struggle many times before, and the results have been mixed. It seems that the SRJC Administration has not been able to identify and implement strategies for efficient one-time growth, much less sustained growth.

As of this writing, we are down 0.4% overall and many departments are adding last minute and late-start sections to enroll those students who cannot find seats in already-filled sections. In my own department, English, we have used all of the recent adjunct pool, hired two emergency instructors, and are looking potentially to staff three more sections. Needless to say, this has created enormous work for our chair and the office staff. I'm sure this scenario is being repeated in many more departments at this college. Without sufficient advance planning, faculty and staff suffer the consequences.

And yet, we all have a vested interest in making certain that we at least maintain enrollments. If enrollment growth occurs without undue stress to the faculty and staff, then we can all be happier and more relaxed about the future.

The real problem is that faculty members who are most familiar with their programs often are not included in discussions about how to increase or

decrease enrollments in particular programs or across the college. In the 2004-06 Contract, AFA and the District agreed to form the Enrollment Enhancement Task Force (see Article 3.15) to include faculty in the ongoing discussion about a variety of enrollment-related items such as enrollment management, mandatory wait lists, class size, and multi-site policy as it affects class size, class cancellation, and program development.

AFA hopes to begin working with this group very soon since the spring schedule is under development at this very moment. If you are interested in serving on this task force or have any ideas pertaining to enrollment enhancement, please contact me at 527-4494. We believe that our faculty has excellent ideas about how the college can reach its enrollment goals. At the same time, AFA is committed to protecting your rights as instructors while maintaining the quality of your programs.

Once again, I invite all faculty to attend Executive Council meetings (see page two for Fall 2005 schedule), particularly if you have a concern that you would like to see addressed. All faculty may approach the Council with any issue of interest during the "Members' Concerns" portion of the agenda at the beginning of each meeting. If you can't attend the meeting, please call me, or one of the Council members, to carry your concerns forward.

In future issues of the *Update* you may look forward to information about recent Contract revisions, such as those in Hourly Assignment: Article 16, Evaluations: Article 14, as well as other issues critical to terms and conditions of employment. In addition, please contact the AFA office ([afa@santarosa.edu](mailto:afa@santarosa.edu) or (707) 527-4731) with suggestions for topics you would like more information about. Welcome back, and have a great semester!

*Janet McCulloch*  
AFA President

## AFA Officers for 2005-06

On May 11, 2005 at the last meeting of the Spring semester, the AFA Executive Council elected and/or appointed the following faculty to serve as AFA officers for a one-year term (except for the President, who serves a two-year term), starting at the beginning of the Fall 2005 semester. AFA appreciates the willingness of so many faculty — regular and adjunct — to work on behalf of all faculty to continue to improve working conditions and terms of employment.

- President: Janet McCulloch, English
- Vice-President: Johanna James,  
Computer & Information Science
- Secretary/Treasurer: Ann Herbst,  
Mathematics
- Conciliation/Grievance Officer: Phil Forester, English
- Chief Negotiator: Deborah Sweitzer,  
Applied Technology
- Negotiator - Data Analysis:  
Courtenay Anderson, Chemistry
- Negotiator - Research: Ted Crowell,  
Philosophy & BOT\*
- Negotiator: John Daly, Counseling
- Negotiator: Michael Kaufmann, ESL\*
- Past President/Negotiator: Craig Butcher, P.E. Dance & Athl.\*
- Web Master: Courtenay Anderson,  
Chemistry

\* = Adjunct faculty

### AFA Office hours

Monday – Thursday: 8:00 a.m. – 3:00 p.m.

Friday: 9:00 a.m. – 12 noon

(707) 527-4731 • Fax: (707) 524-1762

e-mail: [afa@santarosa.edu](mailto:afa@santarosa.edu)

web site: [www.santarosa.edu/afa/](http://www.santarosa.edu/afa/)

The AFA office is located in Analy Village  
(at the south end of the Bech parking lot)  
in Building A, Room 649  
(right next door to the Copy Center).

## AFA/District Contract available online at [www.santarosa.edu/afa/](http://www.santarosa.edu/afa/)

A complete copy of the current AFA/District Contract, including salary schedules, can be easily accessed on AFA's web site, where you can also find AFA *Updates* and other publications, Council members' contact information and photos, various application forms, and other useful information related to SRJC faculty issues. Send an e-mail to [afa@santarosa.edu](mailto:afa@santarosa.edu) or call the AFA office at 527-4731 if you have suggestions for additions to the web site.

## AFA Executive Council Fall 2005 Semester Meeting Schedule

The AFA Executive Council meets regularly on the second and fourth Wednesdays of the month from 3:00 – 5:00 p.m., in the Oak Room. All faculty are welcome to attend the meetings. Members' concerns are handled as the first item on the agenda.

If you have a concern that you would like the Council to address, but you are unable to come to a meeting, call the AFA office at 527- 4731, send an e-mail to [afa@santarosa.edu](mailto:afa@santarosa.edu) or contact any Council representative (see page 4). Council meetings for the Fall 2005 semester are scheduled as follows:

August 24	October 26
September 14	November 9
September 28	November 23
October 12	December 14

The agenda for the upcoming meeting and contact information for Council members are posted on the AFA web site.

## Join AFA!

Only AFA members are eligible to vote on what should be approved for inclusion in the Contract; respond to member-only surveys that guide what should be negotiated; elect representatives to serve on the Executive Council (the policy body of AFA); and run for a seat on the Council.

Dues are a modest 0.4% of your gross earnings. If you are not a member, you will still be paying an amount equal to the dues (0.4% of your gross pay) as your Fair Share Service Fee. Why not join? Application forms are available on the AFA web site or by request from the AFA office.

## Early Retirement Option Application Due October 1

Regular faculty who are at least 55 but younger than 65 years of age, and have completed the equivalent of a minimum of 15 years of full-time employment at SRJC (five of which must have been as a regular faculty member), may be eligible for the Early Retirement Option. This option provides, upon retirement, the same medical/dental benefit package that currently employed full-time faculty receive until age 65. Upon reaching the age of 65, the retiree would then be eligible for a monthly medical/dental stipend (currently, \$84 for the retiree only and \$136.50 for the retiree and spouse or dependents). A detailed description of this retirement program is located in Article 24 of the AFA/District Contract, which can be found on the AFA web site at: [www.santarosa.edu/afa/](http://www.santarosa.edu/afa/).

Application and Agreement forms are available by request from the Human Resources Department. If you plan to retire in 2005-06, the forms must be completed and returned to Human Resources no later than October 1, 2005. If you have further questions, contact the AFA office at 527-4731 or H.R. at 527-4688.

**Direct Deposit for  
10th-of-the-month  
paychecks for adjunct  
faculty and regular faculty  
with overloads  
is coming soon!!!  
Stay tuned for  
more information.**

## Adjunct Medical Benefits Applications due Sept. 30

The Human Resources Department will be mailing out a package regarding the Adjunct Faculty Medical Benefits Program to the home addresses of all adjunct faculty actively employed this semester. Continuation of this program was one of AFA's top priorities in the previous negotiations cycle. A provision was included in the April 2005 agreement between AFA and the District. Completed applications need to be submitted to the Human Resources Department by Friday, September 30. Coverage will be effective October 1. Even if you are currently enrolled in the program you must complete and submit forms by the deadline. Contact Louise Burke in H.R. at 527-4304 or Judith Bernstein in the AFA office at 527-4731 with any questions.

## PGI deadline reminder

Faculty members who have received notification that they are eligible for a Professional Growth Increment for the 2005-06 school year have until Friday, September 9 to submit applications to the office of the Vice-President of Academic Affairs.



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Return service requested

Printed on recycled paper

## All Faculty Association 2005-06 Executive Council Members & Officers

### AFA Executive Council Members

Janet McCulloch, English, <i>President/Negotiator</i>	527-4494	jmcculloch@santarosa.edu
Johanna James, Comp. & Info. Sci., <i>Vice-President</i>	527-4835	jjames@santarosa.edu
Ann Herbst, Mathematics, <i>Secretary/Treasurer</i>	527-4732	a Herbst@santarosa.edu
Deborah Sweitzer, Applied Tech., <i>Chief Negotiator</i>	527-4634	dsweitzer@santarosa.edu
John Daly, Counseling, <i>Negotiator</i>	527-4689	jdaly@santarosa.edu
Alix Alixopulos, Social Sciences *	527-4999, vm 5146	ahellas@aol.com
Carol Ciavonne, English, *	527-4597	cciavonne@santarosa.edu
Cheryl Dunn, College Skills (Petaluma)	778-3965	cdunn@santarosa.edu
Jim Elrod, Counseling (Petaluma)	778-3924	jelrod@santarosa.edu
Peggy Goebel, Health Sciences	527-4290	pgoebel@santarosa.edu
Michael Ludder, Social Sciences *	527-4999, vm 5215	mludder@santarosa.edu
Joel Neuberg, Agriculture & Natural Resources *	527-4999, vm 2399	jneuberg@santarosa.edu
Andrea Proehl, Library	527-4904	aproehl@santarosa.edu
Greg Sheldon, Counseling	527-4689	gsheldon@santarosa.edu
Doris Tolks, Counseling	522-2898	dtolks@santarosa.edu
Linda Weiss, Art *	527-4999, vm 5141	lweiss@santarosa.edu

### Appointed Positions

Phil Forester, English, <i>Conciliation/Grievance Officer</i>	527-4453	pforester@santarosa.edu
Courtenay Anderson, Chemistry, <i>Negotiator, WebMstr</i>	527-4656	canderson@santarosa.edu
Craig Butcher, P.E., D & A, <i>Past Pres/Negotiator</i>	527-4390	cbutcher@santarosa.edu
Ted Crowell, Philosophy/BOT, <i>Negotiator</i> *	527-4999, vm 5121	ecrowell@santarosa.edu
Michael Kaufmann, ESL, <i>Negotiator</i> *	527-4999 vm 9240	mkaufmann@santarosa.edu

### AFA Office Staff

Judith Bernstein, <i>Office Manager</i>	527-4731	jbernstein@santarosa.edu
Loretta Kelly, <i>Bookkeeper</i>	527-4731	lkelly@santarosa.edu
Jennifer Nelson, <i>Student Assistant</i>	527-4731	
David Abbott, <i>Publications Manager</i>	527-4731	afa@santarosa.edu

\* = Adjunct faculty