

**ALL FACULTY ASSOCIATION  
EXECUTIVE COUNCIL  
MEETING MINUTES**

January 23, 2008

*(Approved by the Executive Council on February 13, 2008)*

Executive Council members present (noted by \*):

*Warren Ruud, presiding	*John Daly	*Michael Kaufmann	*Andrea Proehl
*Alix Alixopulos	*Cheryl Dunn	*Reneé Lo Pilato	*Greg Sheldon
*Lara Branen-Ahumada	*Peggy Goebel	*Janet McCulloch	*Mike Starkey
*Paula Burks	*Johanna James	*Dan Munton	*Linda Weiss

Also present: AFA Officers & Negotiators: Ted Crowell, Ann Herbst, Deborah Sweitzer;  
AFA Office Staff: Judith Bernstein, Candy Shell.

The meeting was called to order at 3:08 p.m.

**MEMBER CONCERNS**

1. Final Exams and Load. Lara Branen-Ahumada reported that some of the adjunct faculty members in the P.E. Dance & Athletics Department are expressing concern that their loads have not changed, despite the fact that additional hours for holding final exams during finals week have been added to their class schedules. P.E., Dance & Athletics, which has not held final exams during finals week for the past 30 years, may be the only department affected by this recent change in the policy, which may not have been finalized before the Spring 2008 schedule was developed. It was recommended that the affected faculty contact the department chair, who should pursue the issue with the supervising administrator and the Scheduling Office. Warren Ruud said that he would follow up with Abe Farkas, Dean of Curriculum and Educational Support Services.
2. Delay in Processing Fingerprints. Ted Crowell expressed concern about a delay in processing fingerprints through the Department of Justice for an emergency hire. He questioned whether the Human Resources Department could do anything to speed the process along. He noted that another instructor must sit in on the class until the process has been completed and the emergency hire is legally certified to teach. Possible explanations for the delay were mentioned and included the need to search all the records throughout the State if the instructor has a common last name and/or the need to do a manual search if the instructor's birthday was prior to the date that computerized records were kept.
3. Access to Faculty Workstations. John Daly conveyed a concern from faculty coaches in the P.E. Dance & Athletics Department, who asked him to report to AFA that they have been unable since the beginning of December to gain access to their workstations due to a broken lock, despite repeated requests to have the problem remedied.

**MINUTES**

There were no corrections or additions to the minutes from the December 12, 2007 Executive Council meeting, which were accepted as written.

### ACTION ITEMS

1. Proposition 92. Following discussion (see Discussion Item #3) and a motion made by Johanna James and seconded by Reneé Lo Pilato, the Council unanimously approved a motion to recommend to the AFA PAC that they direct all but \$1,000 of their current balance to the Yes on Prop. 92 campaign (15 in favor, 0 opposed, 0 abstentions). Warren Ruud said that he would welcome participation from Council members and that he would keep them informed.

### DISCUSSION ITEMS

1. Proposed Constitutional Amendment to Increase Size of Executive Council. Council members reviewed a draft amendment to the Constitution. Warren Ruud, with input from the other AFA officers, provided the following background information. Over the past six months, the officers have been considering issues of representation. The existing Council is getting older and moving much closer to retirement. The College has grown in terms of the size and number of departments and sites, and AFA's constituency may not currently be as well represented as it has been in the past. In order to maintain the health of the organization, newer, younger people are needed to bring in new ideas and perspectives, to get trained, to gain some historical perspective, and to take on leadership positions. The AFA officers have spent a great deal of time in trying to recruit new members, but with limited success.

Some of the structure of the Council is dictated by the Constitution and some is dictated by the Bylaws. As a first step to addressing this problem, one option would be to amend the Constitution to allow for an increase in the size of the Council, within certain parameters (e.g., no fewer than 16 and no greater than 25), while maintaining the same approximate ratio of full-time to part-time faculty. The Bylaws would then specify the number within the range and ratio established in the Constitution. Historically, the ratio was designed to reflect the goal of 75% of credit instruction performed by full-time faculty and 25% performed by part-time faculty. It was modified later on to provide for greater adjunct representation.

The Council engaged in lengthy discussion, which included the following comments: 1) with too many people on the Council, it might become unwieldy for discussions; 2) as long as faculty members are satisfied with how things are going, there is no incentive for them to unseat the people who are making the decisions; 3) establishing term limits might be another way to solve the problem; 4) encouraging more competitive campaigns in Council elections, based on platform, philosophy and political ideas, might be another solution; 5) AFA could offer a Flex opportunity so that faculty could learn about the Council and possibilities for participation in it; 6) it might be more productive to publish an informative article in the *AFA Update* or *AFA Dialogue* including photos so that faculty could match names with faces; 7) it's important for the elections to be contested – voters need to have a choice; 8) the ratio should be expanded to allow for more adjunct representation; 9) AFA needs to provide some support or mentoring program for those who are intimidated by the steep learning curve; 10) scheduling is a problem for many adjunct faculty; 11) since incumbents have an advantage in elections, adding a few more seats to the Council might help the situation, as many people feel daunted by the election process and don't like losing.

Warren noted that, of the 71 other community college districts in the State, 43 have posted their Bylaws and Constitution online. Of those 43, ten have officers only (they don't have deliberative assemblies). Of the remaining 33, 25% have 16 or fewer members, 75% have more than 16; 50% have 20 or more members. In general, districts that have more campuses have more members.

In accordance with the Constitution, the decision whether or not to submit the proposed amendment to the membership may not be considered until the next Council meeting on February 13. If the Council and the membership were to approve this amendment, it would not mandate a change, but rather would allow the Council the flexibility to consider adding more seats. For the sake of simplicity, the officers recommend that the Constitutional amendment ballot be included in the same mailing as the Council representative ballot. At the conclusion of the discussion, Warren asked the Council to be prepared to make a decision regarding the proposed amendment at the February 13 meeting.

2. Establish Date for Spring 2008 Executive Council Retreat. After a review of the calendar of events and potential dates, the Council settled on Sunday, March 16<sup>th</sup> as the first choice and Sunday, March 9<sup>th</sup> as the second choice for the retreat. Janet McCulloch will confirm availability on both of those dates with the facility where the Council has met for the last several retreats, and will report back. It is anticipated that the retreat will be scheduled from 11:00 am to 4:00 p.m.
3. Proposition 92 Update. Warren Ruud reported on his participation in recent Prop. 92 forums. Council members engaged in lengthy discussion about the three elements of the proposition: 1) splitting Prop. 98 funds into two separate pots — K-12 and community colleges — based on each group's enrollment; 2) lowering student fees; and 3) establishing local independent governance for community colleges. They also talked about signage, the prospects for passage of Prop. 92, the groups that are opposed, the arguments put forth by the opposition, and various advocacy activities to consider. The possibility of a phone banking effort on the part of the students was mentioned and logistics involved in setting that up were briefly reviewed. Potential expenses would include purchasing a list of predictive voters and refreshments for the students, who would use their own cell phones. Candy Shell reported that the current balance in the AFA PAC account is approximately \$3,800, of which \$1,000 needs to remain. Warren asked the Council to consider recommending to the AFA PAC that funds be approved to support Prop 92 activities. Following a motion made by Johanna James and seconded by Paula Burks, the Council unanimously approved a motion to move this item to an action item at this meeting (15 in favor, 0 opposed, 0 abstentions).
4. College Council revisions to District Policy and Procedures Manual. Warren Ruud reported that College Council's review and updating of District policies and procedures is about 25% complete. He will continue to keep the Council informed about any substantive changes.

### **MAIN REPORTS**

1. President's Report. Warren Ruud gave brief reports about the following items:
  - Appreciation of Outgoing AFA President. In acknowledgment of Warren's statement that the organization was well-served during these past four years of her presidency, the Council gave a round of applause to Janet McCulloch.

- AB 591. This bill, which is currently up for discussion by the State Assembly, would allow adjunct faculty to teach up to a 100% load at any one particular community college. The California Community College Independents (CCCI) has not taken an official position on the bill; however, the Faculty Association of California Community Colleges (FACCC) is opposed to it. The last time Council members discussed the issue, they were also opposed. Those interested in seeing a copy of the bill were encouraged to either contact Warren or search for AB 591 on the Web.
  - Statewide Salary Study. AFA's 2008 Salary Study (effective December 15, 2007), including salary schedules from all 72 community college districts in the State and relevant contract excerpts, has been posted on the AFA Web site.
2. Vice President's (Petaluma) Report. Cheryl Dunn encouraged everyone to visit the Petaluma Campus. She also reported that the Petaluma Faculty Forum met on January 22 and revisited discussion items from the retreat held in the fall.
  3. Treasurer's Report. The November 2007 Treasurer's Report was distributed for review.
  4. Negotiations Report. This report and subsequent discussion was conducted in closed session.
  5. Conciliation/Grievance Report. This report and subsequent discussion was conducted in closed session.

#### **COUNCIL/SENATE/COMMITTEE REPORTS**

1. Budget Advisory Committee (BAC). A hard copy of Ted Crowell's report about the January 22, 2008 BAC meeting was distributed for Council review. The Council engaged in brief discussion about some of the issues included in the report, including the department chair system and the status of the State budget, as well as the status of the budget for Career Development and College Preparation (CDCP) courses and the potential impact of current economic factors on enrollment and continuation of programs.
2. AFA Political Action Committee (PAC). Janet McCulloch reported that the AFA PAC unanimously approved the allocation of available funds to the Yes on Prop. 92 campaign. Warren Ruud added that 35 lawn signs would be available within the next few days.
3. Department Chair Council (DCC). Andrea Proehl reported that the DCC was taken on a tour of the Petaluma Campus at the January 22 DCC/IM meeting and they listened to a presentation by Jane Saldaña-Talley, Vice President/Executive Dean of the Petaluma Campus.
4. Professional Growth Increments Committee (PGI). Cheryl Dunn reported that the PGI committee would be meeting for three hours on Friday, January 25, to plan the presentation for the PDA Day workshop on February 19. She encouraged interested Council members to attend the workshop.

The meeting was adjourned at 4:53 p.m.

Minutes submitted by Judith Bernstein.