

**ALL FACULTY ASSOCIATION
EXECUTIVE COUNCIL
MEETING MINUTES**

February 27, 2008

(Approved by the Executive Council on March 19, 2007)

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: Ann Herbst, Deborah Sweitzer;
AFA Office Staff: Judith Bernstein, Candy Shell.

The meeting was called to order at 3:07 p.m.

MEMBER CONCERNS

1. Benefits Survey. Lara Branen-Ahumada read excerpts from an e-mail that a faculty member sent to her and two other Council members, expressing several concerns about the recent AFA Benefits Survey. Concerns focused on the timing and wording of the survey, and the financial impact of any increase in cost-sharing. The e-mail also echoed a prior suggestion that AFA hold open forums to discuss benefit issues. Lara said that she informed the faculty member that Council meetings are open and that anyone could address the Council in person. In answer to a question from the floor regarding AFA's plans to respond to comments that were e-mailed to DL.STAFF.ALL about the survey, Warren Ruud noted that an *AFA Update* addressing the survey would be published shortly.
2. Parking. Janet McCulloch carried forward a request from an adjunct faculty member, who also works for SRJC in a classified position, that AFA explore with the District the possibility of allowing employees with a parking permit to park in other locations prior to 3:00 p.m., rather than being limited solely to one assigned lot.

MINUTES

With regard to Action Item No. 1 on page 2 of the minutes from the February 13, 2008 Executive Council meeting, it was duly noted that Janet McCulloch made the motion and Dan Munton provided the second. The February 13, 2008 minutes were then unanimously accepted as amended.

ACTION ITEMS

1. Nomination of AFA Officers and Other Positions for 2007-08. Council members reviewed a document that listed all of the open positions for 2008-09. Warren Ruud also outlined the composition of the Negotiations Team (six members and at least two of those must be adjunct faculty), and the duties and the amount of reassigned time associated with each AFA officer and "other" position. The one-year term for each of the positions will start at the beginning of the Fall 2008 semester. Nominations were put forward as follows:

- Chief Negotiator: Johanna James nominated Janet McCulloch
- Negotiator-Data/Research: Dan Munton nominated Warren Ruud
- Negotiator-Note Taker: Michael Kaufmann nominated Lara Branen-Ahumada and Andrea Proehl nominated Ted Crowell
- Negotiator-at-Large: John Daly nominated Michael Kaufmann;
(three positions) Janet McCulloch nominated Michael Meese;
Michael Kaufmann nominated John Daly;
Johanna James nominated Lara Branen-Ahumada; and
Johanna James nominated Ted Crowell
- Vice President for Santa Rosa: Janet McCulloch nominated Reneé Lo Pilato
- Vice President for Petaluma: Johanna James nominated Cheryl Dunn
- Secretary/Treasurer: Reneé Lo Pilato nominated Paula Burks
- Conciliation/Grievance Officer: Andrea Proehl nominated Ann Herbst
- Publications Officer: Andrea Proehl nominated Janet McCulloch and
Dan Munton nominated Deborah Sweitzer

There were no nominations for the second position on the Negotiating Team because Warren, as President, automatically serves in this capacity by position. It was noted that the person elected to be the Note Taker would need to automatically withdraw his or her name from the pool of those nominated for one of the three Negotiator-at-Large positions. Elections of officers and appointments of other positions are scheduled for the first Council meeting in March.

2. Change in Council Meeting Schedule. Following discussion (see Discussion Item #4), and a motion made by Dan Munton and seconded by Paula Burks, the Council unanimously approved a motion to move the Council's first meeting in March to March 19, starting at 3:15 p.m., in Pedroncelli Center (13 in favor, 0 opposed, 0 abstentions).

DISCUSSION ITEMS

1. Proposal to Amend Bylaws to Increase Size of Executive Council. Warren Ruud announced the results of the recent Council representative elections, which were as follows: Paula Burks, Reneé Lo Pilato, Dan Munton, and Andrea Proehl were reelected, and Joyce Johnson was newly elected, to serve as regular faculty representatives for 2008-10. Alix Alixopoulos, Lara Branen-Ahumada, and Michael Kaufmann were reelected to serve as adjunct faculty representatives for 2008-10. In addition, Warren announced that AFA members approved the proposed revisions to the AFA Constitution (300 in favor, 16 opposed). Several Council members recommended increasing the number of seats immediately, based upon the strength of the vote and the pressing need to look at the long-term health of the organization. Lengthy discussion ensued, and many issues and suggestions were raised, including: 1) it would be beneficial to designate a Council seat as being non-credit (adjunct or regular) to better represent non-credit instructors, who are a growing constituency, with a separate salary schedule and pay factor, and their own set of workload issues; 2) if AFA were to shift to constituency-based representation at the same time that the number of seats is increased, it would also increase diversity, which could make the Council more effective and representative

of the growing number of faculty, departments and sites; 3) it might be worthwhile to use clusters as a basis of representation, treating Petaluma as its own cluster as the administration does, with some additional at-large representatives; 4) it has been a real challenge over the years to find faculty who are interested in the work that AFA does —people are drawn to this kind of work for reasons other than what part of the College they work in — and something needs to be done soon to train new people who will be able to take over as increasing numbers of current Council members retire; 5) if the makeup of the Council shifts to constituency-based representation, then AFA might not be able to get the focus that a union needs to be successful; AFA represents all faculty and representatives need to be sensitive to all issues of workload and the fair interpretation of that workload; they need to have a passion for and commitment to protecting the rights and improving the working conditions of all faculty, not just those in their own department or program; 6) AFA needs to recruit newer, tenure track faculty members in order to give a voice to their concerns; 7) the organization benefits from broader perspectives and differing points of view; constituency-based representation doesn't guarantee that result, but it could be utilized as an organizational tool for recruitment, without actually changing the basis of representation on the Council; 8) getting involved with the Council as an appointee to a sabbatical or other leave replacement position is a great way for faculty members to gain experience and insight into the work of the Council; most often, appointees end up deciding to run for a seat; 9) it might help to generate more interest in serving on the Council if AFA were to publish a special edition *Update* summarizing these issues. At the end of the discussion, Warren concluded by saying that the officers would develop a recommendation for amending the Bylaws to increase the size of the Council and provide a process for appointing faculty to the new seats, to be presented to the Council at the next meeting. In addition, a subset of the officers will review the Bylaws in terms of mechanics and “housekeeping-type” changes (e.g., adding provisions, consistent with Roberts' Rules of Order, for canceling a regular meeting, suspending the rules, etc.), and will submit a recommendation to the Council for revisions. The possibility of shifting to a constituency-based representation model will be considered separately.

2. Distribution of AFA Meeting Materials Via E-mail. In prefacing the discussion, Warren Ruud noted that the weekly AFA Officer meetings for this semester are scheduled for Thursday afternoons. Typically, by the time the agenda is set, the meeting materials are finalized and the hard copies are ready for distribution to campus boxes, it can be late Friday morning. Consequently, many Council members don't get an opportunity to review these materials until Monday, often later on in the afternoon. Distributing the agenda and meeting materials electronically would provide Council members with more time for review prior to meetings and would eliminate unnecessary duplication of some of the documents. Those Council members who serve on many different committees expressed concern that the majority of SRJC committees are sending out meeting materials via e-mail and that their department paper and supply budgets are already being stretched thin (some to the point of requiring that faculty pay for their own paper). Another concern that was mentioned was that some adjunct faculty members who don't have access to a computer on campus could end up having to download documents over a slow modem at home. Following the discussion, a consensus was reached that Council representatives would have a choice from now on and that those who would prefer a hard copy of the meeting packet would need to notify AFA office staff of that preference; otherwise, the default method for distributing meeting materials will be paperless (via e-mail).

3. **College Council Revisions to District Policy and Procedures.** Warren Ruud reported that the Student Grievance Policy is in the process of being revised and circulated to various constituent groups. He said that he would continue to keep the Council up-to-date on any substantive revisions.
4. **Change in Council Meeting Schedule.** Warren Ruud reported that Dr. Agrella would like AFA and the Academic Senate to participate with him in presenting two budget forums. The available dates are somewhat limited. One of the leading possibilities is on Wednesday, March 12, from 3:15 to 5 p.m. in Pedroncelli Center, which would be the same time and place as AFA's first regularly scheduled Council meeting in March. According to the Bylaws, elections of officers need to take place at the first Council meeting in March. Warren requested Council feedback regarding the possibility of moving the regular Council meeting one week later to March 19, in order to accommodate the budget forum. Following brief discussion and a motion made by Cheryl Dunn and seconded by Dan Munton, the Council unanimously approved a motion to move this item to an action item at this meeting (13 in favor, 0 opposed, 0 abstentions). See Action Item #2.

MAIN REPORTS

1. **President's Report.** Warren Ruud briefly reported that there was discussion about forms at the last Institutional Planning Council meeting.
2. **Vice President's Report: Petaluma.** Cheryl Dunn reported that transfer rights would be a topic of discussion at the March 4 meeting of the Petaluma Faculty Forum meeting.
3. **Treasurer's Report.** Council members reviewed the January 2008 Treasurer's Report. There were no questions or comments.
4. **Negotiations Report.** This report and subsequent discussion were conducted in closed session.
5. **Conciliation/Grievance Report.** This report was conducted in closed session.

COUNCIL/SENATE/COMMITTEE REPORTS

1. **Professional Growth Increments Committee (PGI).** Cheryl Dunn reported that there was a good turnout for the PDA workshop presented by the PGI Committee. This committee plans to forward for AFA's consideration next year a list of concerns, comments and suggestions for changes to the PGI article in the Contract, which has not been updated in a long time.
2. **Candidate Forums for Vice President of Business Services.** Warren Ruud, Andrea Proehl and Ted Crowell attended the first forum for the candidate from the College of Marin. The second forum with the candidate from Contra Costa College will be held on February 28.
3. **Bay Faculty Association (BFA).** Warren Ruud reported that he attended the February 25 BFA meeting, and that many people expressed disgruntlement about the defeat of Prop. 92.
4. **California Community College Independents (CCCI).** Warren Ruud reported that the Spring 2008 CCCI Conference will be held on May 2 and 3 in Sacramento.

The meeting was adjourned at 4:59 p.m.

Minutes submitted by Judith Bernstein.