

**ALL FACULTY ASSOCIATION
EXECUTIVE COUNCIL
MEETING MINUTES**

April 9, 2008

(Approved by the Executive Council on May 14, 2008)

Executive Council members present (noted by *):

| | | | |
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| *Warren Ruud, presiding | *John Daly | *Reneé Lo Pilato | *Greg Sheldon |
| *Alix Alixopoulos | *Cheryl Dunn | *Janet McCulloch | *Mike Starkey |
| *Lara Branen-Ahumada | *Johanna James | *Dan Munton | Linda Weiss |
| *Paula Burks | *Michael Kaufmann | Andrea Proehl | <i>Regular Faculty Vacancy</i> |

Also present: Faculty: Kris Baird, Nancy Persons; AFA Officers & Negotiators: Ted Crowell, Deborah Sweitzer; AFA Office Staff: Judith Bernstein, Candy Shell

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

MEMBER CONCERNS

1. Adjunct Faculty and Social Security. Lara Branen-Ahumada passed on the suggestion she has been hearing repeatedly from adjunct faculty that AFA explore the possibility of negotiating with the District to offer Social Security as a retirement plan option for adjunct faculty. A short time ago, an e-mail was sent to adjunct faculty on Outlook reporting that, as a result of recently approved legislation, the Los Angeles Community College District is offering their adjunct faculty employees who are members of the CalSTRS Cash Benefit Plan the option to switch over to Social Security. AFA is in the process of gathering information about this new option. Deborah Sweitzer noted that this issue would be included on a negotiations survey next year. This item cannot be considered this year, since it was not included on the list of negotiated items that was “sunshined” (open to public comment) between the October and November 2007 meetings of the Board of Trustees.
2. Change in Adjunct Medical Benefits Program Criteria. Kris Baird, adjunct faculty in Health Sciences, appeared before the Council to present her concern about the recent change in the eligibility criteria established by the District that affects the 50% reimbursement for coverage provided by a carrier other than the SRJC group plans. She is one of a number of adjunct faculty who pay 100% of their premiums but, as of April 1, are no longer considered by the District to be eligible to participate in the program because they have access to a group plan (through a spouse or another employer) and are receiving group rates for that coverage. Since she believes that most people can find an association that will provide them with access and a group rate, her concern is that this change signals a move towards eliminating adjunct health benefits for all adjunct faculty. Following Kris Baird’s presentation, it was noted that AFA does not negotiate the terms and conditions of the plan, but only how to pay for it. Additional clarification was requested about the new limit on reimbursements for other plans and the timeframe for switching plans within the program. AFA Officers will follow up with Human Resources and report back.
3. Parking Permit Replacement Cost. Johanna James conveyed a concern from an adjunct faculty member who inadvertently recycled his parking permit. The current Campus Police policy requires full replacement cost for a new permit. There is no provision for leniency, financial hardship or a pro-rated cost for the remainder of the semester. Alix Alixopoulos agreed to carry this concern forward to the Parking and Transportation Committee, on which he serves as AFA’s representative, and report back to the Council.

4. College Service and Professional Service & Development (CS&PS&D), Professional Development Activities (PDA)/Flex, and Professional Growth Increments (PGI). Nancy Persons, one of three coordinators (two faculty and one classified staff) for Staff Development, appeared before the Council to present Staff Development's concerns about the blurring of the distinction between CS&PS&D, PDA/Flex and PGI. As an example, Nancy said that in the last several years they have received repeated requests by both faculty and the administration to allow Day Under the Oaks (DUO) to count as a PDA/Flex activity. As a result, participation in DUO counted for Flex credit last year; however, since they recently found an explicit statement in Article 17 of the AFA/District Contract that DUO is considered to be a College Service activity, Nancy said they are reconsidering that decision for this year. She asked for AFA's support in this decision and requested that AFA work towards clarifying the sections in the Contract regarding CS&PS&D, PDA/Flex and PGI, in an effort to make cleaner distinctions between these categories of activities. Deborah Sweitzer noted that many people are concerned about this issue, and that it is currently under discussion in negotiations.

MINUTES

There were no corrections or additions to the minutes from the March 16, 2008 Executive Council retreat and the March 19, 2008 Executive Council meeting, each of which were unanimously accepted as written.

ACTION ITEMS

1. Reassigned Time for AFA Officers and Other AFA Positions for 2008-09. Following discussion (see Discussion Item #1) and a motion made by Lara Branen-Ahumada and seconded by Janet McCulloch, the Council unanimously approved a motion to approve the reassigned time and stipends for AFA Officers and other AFA positions for Fall 2008 as proposed (12 in favor, 0 opposed, 0 abstentions).
2. Appointment of Regular Faculty Representative to Fill Open Seat Due to Resignation. Following discussion (see Discussion Item #3) and a motion made by Johanna James and seconded by Greg Sheldon, the Council unanimously approved a motion to conduct this appointment by secret ballot (12 in favor, 0 opposed, 0 abstentions). Following a vote by secret ballot and an announcement of the results, Michael Meese, regular faculty in Administration of Justice, was appointed by the Council to serve as regular faculty representative for the remainder of Peggy Goebel's term (until the end of summer 2009). Warren Ruud will inform the three candidates of the results.

DISCUSSION ITEMS

1. Reassigned Time for AFA Officers and Other AFA Positions for 2008-09. Council members reviewed the officers' recommendation for Fall 2008. The only change from the previous year is in the allocation of reassigned time for the AFA co-chair of the District Tenure Review and Evaluations Committee (DTREC), which went from 5% to 0%. There was brief discussion about the distinction between reassigned time and stipends. While it is projected that the allocation for Spring 2009 will be similar to Fall 2008, it was noted that the Council could consider revisions, as needed. Following a motion made by Lara Branen-Ahumada and seconded by Janet McCulloch, the Council unanimously approved a motion to move the Fall 2008 reassigned time and stipends item to an action item (12 in favor, 0 opposed, 0 abstentions).
2. Proposed Revisions to Bylaws. Council members reviewed two alternative proposals for Article II, Section 5 of the AFA Bylaws, which deals with filling a vacant seat, and engaged in lengthy discussion. In the case of a vacancy, both alternatives would require notification of the AFA membership and solicitation of statements of interest in filling vacant seats. Both alternatives would

permit an appointment by majority vote of the Council for any vacancy that is a result of a mid-term resignation, a leave of more than one semester, a removal due to more than three unapproved absences, or a change in eligibility (other than an adjunct receiving a two-semester-or-less temporary assignment). At issue is the procedure the Council should follow to fill seats that have never previously been filled (i.e., when new seats are added to the Council). The first alternative would allow for a special election or an appointment by a 2/3 vote of the Council. Lacking a 2/3 vote on either option, the seats would remain vacant until the next regularly scheduled election in the spring. The second alternative would require that AFA hold a special election. Both alternatives would allow the Council to appoint in the case of an uncontested election. If the second alternative were to be approved as written, then the membership would have to be asked to approve an amendment to the Constitution, which currently states that every elected seat is for a term of two years. As long as all terms are for two years, the “special election” seats would be in a special election cycle every term and they would never get synchronized with the regular elections. The number of seats that would be coming up for election each year would also be unequal, which would be in conflict with another section of the latest proposed revision to the Bylaws. As no consensus was reached, further discussion of this matter was deferred to the April 23 meeting agenda.

3. Appointment of Regular Faculty Representative to Fill Open Seat Due to Resignation. Warren Ruud reported that Peggy Goebel, regular faculty member in the Health Sciences Department and Council representative since 1999, has resigned from the Council. A copy of her April 1, 2008 resignation letter was distributed to Council members. An announcement was sent out on April 2 to regular faculty soliciting statements of interest from those who wished to be considered for a Council appointment to fill out the remainder of Peggy’s term, which will expire at the end of summer 2009. Three regular faculty members of AFA responded by the deadline, which was noon on April 9: Carole Bennett, Business Office Technology; Vince Bertsch, Engineering & Physics; and Michael Meese, Administration of Justice. Copies of their statements were distributed to Council members in advance of the meeting. Warren conveyed the officers’ interest in appointing a replacement who: 1) comes from a vocational department that has no department chair, as was the case with Peggy; 2) teaches at an off-campus location, and 3) has leadership potential. Council members reviewed the candidate statements and engaged in brief discussion about each candidate relative to the stated criteria. Following a motion made by Johanna James and seconded by Janet McCulloch, the Council unanimously approved a motion to move this appointment to an action item (12 in favor, 0 opposed, 0 abstentions).
4. College Council Proposed Revisions to District Policy and Procedures. Discussion of this item was included in the President’s Report.

MAIN REPORTS

1. President’s Report. Warren Ruud reported on the following items:
 - April Board of Trustees meeting. The *Roseland Report*, which lays out the potential for an SRJC campus in the Roseland area of Santa Rosa, was reviewed. The Board is not at the stage of considering any purchase of land or buildings; initially, several portable buildings will be moved on-site. Meeting attendees were strongly encouraged to write letters to their State legislators about proposed budget cuts in community college funding, and reference was made to Janet McCulloch’s sample letter on the AFA Web site.
 - College Council Proposed Revisions to Policy No. 8.2.2 Student Grievance Procedures. Robert Ethington, the Director of Student Activities, will be serving as the ombudsman for the student grievance process. With regard to AFA’s concern about video recording, the law dictates that all

hearings must be recorded and there must be a transcript — both of which could be used in any future legal action. (The Academic Senate had requested that this legal requirement be explicitly stated in the procedures to give faculty advance notice.) An audio recording may be used; however, it would require that participants identify themselves before speaking. The District's position is that they cannot afford to pay for the services of a court reporter/transcriber for every hearing (although an instructor could hire one if s/he wished). From the District's perspective, a video recording would be the most cost-effective way of meeting the legal requirement. They have indicated that they would not release the recording to anyone without a written subpoena. The District is bound by law to keep any recording or other documentation related to the hearing forever, as it would be considered part of a student's records. It was noted that no mechanism exists within these procedures that would help to determine whether a case is with or without merit. Following Warren's report, Council members expressed interest in negotiating language to add to the Contract that would provide faculty with a guarantee of due process. They also requested that Warren forward a copy of the proposed procedures to AFA's attorney for review.

2. Negotiations Report. This report and subsequent discussion were conducted in closed session.

COUNCIL/SENATE/COMMITTEE REPORTS

1. Strategic Enrollment Planning (STeP) Committee. Greg Sheldon reported that the District is planning to discontinue the tradition of mailing out hard copies of the class schedule, which costs \$300,000 a year to print. The District will send out a brochure instead. Copies of the complete schedule will be available at local libraries and on campus. A media blitz the first year will publicize the District's efforts to "go green." Council members expressed concern about the impact of this decision on non-English speaking students and those in the community who do not have e-mail accounts or access to the Internet. Greg also reported that Kris Abrahamson presented a package of three majors that are now all online. In response, Council members stressed the importance of having support services in place for online students.
2. Academic Senate. Ted Crowell directed Council members' attention to two items in particular in his written report — one re: College Service and Professional Development, and the other re: the lecture/lab distinction.
3. Bay Faculty Association (BFA) Report. Warren Ruud reported that a representative from the State Academic Senate appeared before BFA members at the March meeting and that the discussion focused on Accreditation and Student Learning Outcomes (SLO's). Ten community colleges have been put on warning and three are on probation because they have not completed a sufficient percentage of SLO's relative to their schedule of courses. Many schools are getting pressure from their Accreditation Teams, who are saying that SLO's should become part of the evaluation. It was mentioned that CTA might be moving as a group against this effort — their argument being that a certain outcome of a negotiated item should not be required.
4. Faculty Association of California Community Colleges (FACCC) Report. FACCC's Teaching Excellence Day was held April 4 and 5 in Napa.
5. California Community College Independents (CCCI) Report. The Spring 2008 CCCI Conference will be held on May 2 and 3 in Sacramento. Warren Ruud, Deborah Sweitzer, Janet McCulloch, Paula Burks, Alix Alixopoulos, and Andrea Proehl plan to attend.