

**ALL FACULTY ASSOCIATION
SANTA ROSA JUNIOR COLLEGE
EXECUTIVE COUNCIL MEETING MINUTES**

January 13, 2010

(Approved by the Executive Council on January 27, 2010)

Executive Council members present (noted by *):

*Ann Herbst, <i>presiding</i>	Dianne Davis	*Reneé Lo Pilato	*Audrey Spall
*Alix Alixopulos	*Cheryl Dunn	*Michael Ludder	*Mike Starkey
*Lara Branen-Ahumada	*Karen Frindell	*Sean Martin	*Julie Thompson
*Paula Burks	Lynn Harenberg-Miller	Dan Munton	<i>One Reg Fac Vacancy</i>
*John Daly	Michael Kaufmann	Andrea Proehl	

Faculty present: Craig Butcher

Officers/negotiators present: Janet McCulloch

Staff present: Judith Bernstein, Candy Shell

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

MEMBER CONCERNS

1. Part-time Faculty Retirement Task Force. Craig Butcher informed the Council that he would be going to Sacramento at the end of January for a meeting of the CalSTRS task force on retirement benefits for adjunct faculty, and to ask for their feedback regarding two sets of meeting notes that AFA staff has posted for the AFA Council. Comments, concerns, and questions should be sent to cbutcher@santarosa.edu. Task force meetings are scheduled for January, February and March. Craig said that California's 48,000 community college adjunct faculty members are enrolled in a wide variety of retirement plans, including the CalSTRS Cash Balance and Defined Benefits Programs, as well as APPLE, PARS, and other private plans, and that many have concerns about the performance of their plans. Craig said that he would report back to the Council after the January meeting.
2. Final Exam Listing in SIS. Lara Branen-Ahumada expressed concern that the P.E. Dance & Athletics final exam schedule that is listed in the Spring 2010 Schedule of Classes is different than what appears in the Student Information System (SIS) portal. Lara also questioned whether other departments have noticed the same problem. It was suggested that she inform Ken Lofgren in Computing Services about the error.
3. Kaiser 100-day Prescriptions. Michael Ludder reiterated the concern he raised at the previous Council meeting regarding problems some SRJC employees are encountering when they attempt to request a 100-day supply of certain medications. He said that the District's contract with Kaiser provides for a 100-day supply, yet in his experience, Kaiser gives out less than that. Janet McCulloch reported that in AFA's recent conversations with Human Resources Department staff, it was recommended that individuals speak with their physicians about this issue, as the problem does not have anything to do with the District's contract with Kaiser; rather, it has to do with the way that physicians fill out prescriptions. Many times, physicians are not familiar with the terms of their patients' particular plan or coverage. In addition, there are federal laws regarding controlled substances that further restrict the physician's flexibility in writing the prescription.
4. AFA Email re: Student Consultation Time Requirements. Michael Ludder requested clarification about the recent email that AFA sent out to adjunct faculty regarding the number of minutes of office hours required in the various categories of hourly assignments. Janet McCulloch said that she plans

to send out a follow-up email that will provide additional information, correct some of the inaccuracies in the first email, and be distributed to a broader audience.

5. Enrollment Reports. Reneé Lo Pilato asked about the possibility of getting an enrollment report from the District during the first week of school, as has been the practice in the past. She reported that several faculty members have asked her whether they should take more students into their classes, as they are feeling pressured to do so. Audrey Spall said that she would forward to the Council an enrollment report that Counseling Department faculty received recently, which compares Spring 2010 enrollment to Spring 2009 enrollment. Ann Herbst noted that part of the pressure is coming from the students and that AFA is NOT encouraging faculty to increase the size of their classes.

MINUTES

The minutes from the December 9, 2009 Executive Council meeting were accepted with one correction regarding the spelling of Brenda Flysworthawks' name under Item #4 on page 4.

DISCUSSION ITEMS

1. AFA Representative to Sabbatical Leave Committee Vacancy for Spring 2010. Ann Herbst reminded the Council about the need to appoint a representative to fill out the remainder of Mike Meese's term on the Sabbatical Leave Committee, which meets on the second and fourth Mondays of the month from 3:00 to 5:00 p.m. During this semester members of the committee will be reviewing reports submitted by the faculty members who have returned from their sabbaticals. Council members were encouraged to let the officers know of any regular faculty member who would be available during the Spring 2010 semester meeting times to represent AFA on this committee and who might have an interest in being appointed to this position. Ann said that she is hoping the Council will approve an appointment at the next meeting.
2. AFA Executive Council Regular Faculty Representative Vacancy for Spring 2010. Ann Herbst clarified that the term of the vacant regular faculty representative seat, formerly occupied by Mike Meese, would expire at the end of summer 2011. On Monday, January 11, AFA staff sent out a call for candidates and one faculty member has expressed interest to date. Nominations are still open and potential candidates have until February 10th to send AFA a statement of interest. Ann encouraged both adjunct and regular faculty Councilors to solicit interest in the position and encourage faculty members to run in the election. AFA staff will send out periodic emails reminding faculty about the vacancy and the nomination statement deadline.
3. Spring 2010 Executive Council Retreat. Ann Herbst reported that the officers had suggested Saturday, March 27, 2010, from 12 noon to 4:00 p.m. as a potential timeslot in which to schedule the Spring 2010 Executive Council retreat and she requested feedback about Councilors' availability on that date. Hearing no objections, Ann requested that Councilors tentatively block out that date and time on their calendars. AFA staff will announce March 27th as the tentative date and will solicit a response from those Councilors and negotiators not present at this meeting. If the date needs to be changed, an announcement will be forthcoming.
4. Proposition 8 Debate Task Force. Ann Herbst conveyed her understanding that the Academic Senate, which is in the process of configuring the composition of this task force, has not yet reached a decision regarding the total number of faculty positions. Ann expects the Senate to allow AFA to appoint one of the faculty members and, to date, one Councilor has expressed interest in that appointment. The formation of the task force was a response to a debate about Proposition 8 (on the November 2008 ballot), which was held during the Fall 2009 semester. The student sponsors of the debate attempted to invite speakers on both sides of the issue; however, the end result was mainly a one-sided presentation that left many faculty members feeling that the event fostered the creation of a

hostile work environment for faculty, staff, and students. In an attempt to learn from the experience, students, faculty, and staff formed an ad hoc task force, and that task force has since evolved into a District-wide effort to address hate speech. Ann noted that, as the Senate is concerned with issues of academic freedom, they would be taking charge of the task force and focusing their efforts on the original charge of the Hate Free Campus Committee, which was to create a District-wide policy regarding hate speech. Ann asked that anyone who is interested in being appointed to serve on this task force let her know, and said that she expects the Council will be confirming the appointment of a task force representative at the next Council meeting on January 27. There was brief discussion about the contractual implications of this issue and a consensus on the part of the Council that AFA should have the same number of seats on the task force as the Senate. Ann said that she would convey that message to Academic Senate President Barbara Croteau.

5. FACCC Advocacy and Policy Conference and “March in March.” Janet McCulloch said that the officers would like to encourage as many people as possible to attend the FACCC Advocacy and Policy Conference on Sunday, February 28, and Monday, March 1. If faculty members sign up soon, then FACCC’s Bryan Ha will be able to make appointments for them to visit legislators. Janet said that, with the Council’s permission, the AFA PAC could authorize the expenditure of funds to send people to the conference. Janet stressed the importance of (1) teaching students that we DO have a voice in Sacramento and (2) the value of getting faculty members who are not involved with AFA to learn about advocacy and how important it is to our livelihood. She said that faculty needs to stand up, noting that March 1 is only one day out of the semester and Sacramento is only two hours away. Brief discussion followed about the registration costs for students (approximately \$25 each) and faculty members (between \$50 and \$100, depending upon whether they are FACCC members or not). Janet said that she would like to see at least twenty-five people attend, which, at \$200 per person for mileage and conference fees, would cost a total of \$5,000. Sunday’s agenda focuses on talking points and how to approach legislators and Monday’s agenda focuses on meetings with State senators and members of the State assembly.

In addition, Janet said that there is a need to get as many students and faculty as possible to attend two events in March: (1) City College of San Francisco is spearheading an education rally against the budget cuts (<http://againstcuts.org/2010/news/216/#more-216>) on Thursday, March 4, at the Civic Center in San Francisco; and (2) students are organizing a march and rally on Monday, March 22 (http://www.iwillmarch.com/I_Will_March/News_&_Events/Entries/2010/3/22_SAVE_THE_DATE!_March_in_March_2010.html) at the State Capitol in Sacramento. Janet said that thousands of students marched down the Capitol mall in March 2009. She mentioned that the AFA PAC could pay for buses to take students to these events and, if faculty participants serve as informal student advisors, that might satisfy legal requirements in terms of faculty activity on behalf of the District that day. Janet recommended that the Council direct the AFA PAC to work with AFA staff to develop a budget and plan. At the conclusion of the discussion, by unanimous voice vote, the Council approved a motion made by Lara Branen-Ahumada and seconded by Mike Starkey to move this item to an action item.

ACTION ITEMS

1. FACCC Advocacy and Policy Conference and March in March. Following discussion (see Discussion Item #5), by unanimous voice vote, the Council approved a motion made by Lara Branen-Ahumada and seconded by Sean Martin to direct the AFA PAC to work with AFA staff to develop a budget and a plan of action regarding the FACCC Advocacy and Policy Conference and March in March to be brought back to the Council for approval. It was suggested that AFA explore the possibility of Flex credit for faculty, and community involvement and academic credit for students participating in this event. Janet McCulloch noted that participants would need to register for the conference prior to February 15th in order for FACCC’s Bryan Ha to be able to make appointments with legislators, which means that AFA would need to move quickly to publish information and coordinate with Student Affairs Director Robert Ethington.

MAIN REPORTS

1. President's Report. Ann Herbst gave a brief report about the following items:
 - Solicitation for AFA Councilors for Fall 2010. AFA staff will be sending out emails soon soliciting candidates to run in the Spring 2010 Executive Council representative elections for two-year terms to begin Fall 2010. There are seven regular faculty seats that will be open (Paula Burks, Cheryl Dunn, René Lo Pilato, Dan Munton, Andrea Proehl, Warren Ruud, and Julie Thompson) and three adjunct faculty seats that will be open (Alix Alixopulos, Lara Branen-Ahumada, and Michael Kaufmann). The deadline for candidate statements is Thursday, February 4. Ballots will be distributed to members shortly thereafter and will be due back to AFA by Wednesday, February 17, giving AFA members more than the ten calendar days required by the AFA Bylaws to vote. The election needs to be completed by February 24th. This timetable allows for three weeks of solicitation before the nomination statement deadline, and also provides those individuals who are elected with enough time to adjust their Fall 2010 schedules, as necessary to accommodate reassigned time, if any, before the schedules are finalized. Ann encouraged Council incumbents wishing to run for reelection to submit their statements to AFA staff as soon as possible, and expressed her hope for a contested election, so that AFA members will have a choice in determining who will represent them on the Council.
 - Board of Trustees. Ann Herbst reported that she attended the January Board meeting and that the Board approved the request of Will Baty, currently Dean of Learning Resources & Educational Technology, to return to a faculty position in the Learning Resources Department, effective Fall 2010.
2. Report from the Vice President for Petaluma. Cheryl Dunn reported that interviews were held earlier in the day for the Dean of Student Services interim position, and open forums will be held on Thursday, January 14, from 1:00 p.m. to 3:30 p.m., in the Carole Ellis auditorium. The forums will also be video-conferenced to Doyle Library Room #4248. Cheryl noted that faculty members in Petaluma have expressed a great deal of dissatisfaction with the way the decision was made to change the interim position from a replacement for the Academic Affairs dean who resigned from her position last year, to a Student Services dean.
4. Conciliation/Grievance Report. This report and subsequent discussion were conducted in closed session.
5. Negotiations Report. This report and subsequent discussion were conducted in closed session.

COUNCIL/COMMITTEE REPORTS

1. Professional Development Committee (PDC). Karen Frindell reported that the administrators on the PDC acknowledged at the most recent meeting that there has been some negative feedback about the designation of this spring's mandatory PDA day as an SLO day. She said that the committee engaged in philosophical discussions about what exactly is meant by "professional development." In response to the concerns that have been expressed, the Academic Senate and Project Learn are creating a form for faculty to use on PDA day to assess the SLO activities they engaged in so as to determine if they were worthwhile. Karen said that it has become apparent to everyone that the departments that are having trouble getting their SLO's done are the ones that have few regular faculty members. The Council engaged in brief discussion about alternative ways for the District to accomplish its goal of getting the outstanding SLO's completed in every department, in order to be ready for the accreditation mid-term report. Janet McCulloch suggested that PDA Day could be better utilized to schedule department meetings or focus on other department issues, but the focus should be on professional development rather than on tasks that are part of the faculty member's regular job. She said that the negotiations team would convey that message to the District at their next meeting.

The meeting was adjourned at 4:55 p.m.

Minutes submitted by Judith Bernstein.