

**ALL FACULTY ASSOCIATION  
EXECUTIVE COUNCIL  
SPECIAL MEETING MINUTES**

August 26, 2009

*(Approved by the Executive Council on September 9, 2009)*

Executive Council members present (noted by \*):

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

Officers/Negotiators present: Ted Crowell, Ann Herbst Janet McCulloch

Faculty present: Linda Hemenway, Laura Larqué, Joel Neuberg

Staff present: Judith Bernstein, Candy Shell

The meeting was called to order at 3:00 p.m.

**MEMBER CONCERNS**

1. Monitoring Email during the Summer. With regard to the Article 17 MOU, Karen Frindell asked whether faculty members are expected to monitor and maintain their email accounts when they are not teaching over the summer and/or on Saturdays and Sundays. Warren Ruud replied that the expectation for faculty response to District communication via email is no different than the expectation for faculty response to District communication via the U.S. Postal Service.
2. Buildings Lacking Hot Water. Karen Frindell reported that hot water seems to have been removed from certain buildings on campus. Warren and Ann Herbst replied that hot water pipes have never been installed in some buildings. Warren added that he would look into the matter and report back, noting that there are alternatives, such as instant hot water dispensers, that the District could consider. Karen suggested that the District install hand sanitizers.
3. Outlook Accounts and Workload. Lara Branen-Ahumada reported that several adjunct faculty members who feel overburdened by the new requirement to maintain an Outlook email account have contacted her with their concerns. One person said that she might be willing to check Outlook email, but is not willing to communicate with colleagues using Outlook. Another person is planning to log the number of hours spent maintaining and deleting email. Warren noted that AFA agreed with the District that there would be some follow-up on how the new system is working. Mike Starkey and Mike Meese agreed to continue work they started last semester developing recommendations to address concerns and remedy problems related to District-wide use of Outlook.

4. Restoration of Sections and Assignment Priority. Alix Alixopoulos conveyed the concerns of several long-time faculty members, who have seen their Fall 2009 classes cancelled and then later restored, only to be offered to someone else. He asked for clarification, noting that the minutes from the 8/12/09 Executive Council meeting reflect Janet McCulloch's statement that newly restored sections are considered new or increased assignments, which means that the Contract gives department chairs greater latitude in deciding to whom they will offer these sections. Warren commented that chairs were supposed to follow a process that would bring hourly faculty members back up to their previous like load, such that the new schedule should resemble the earlier version of the schedule from before the cancellations. He recommended that Alix direct any faculty member who feels that s/he was not offered his/her like load to contact AFA Conciliation/Grievance Officer Ann Herbst.

### MINUTES

The minutes from the August 12, 2009 Special Executive Council meeting were accepted, with one correction, as follows: on page 1, under Member Concerns item #1, middle of the first sentence: "a faculty member has contacted *the ACLU*" will be replaced by "a faculty member has contacted a civil liberties organization."

### ACTION ITEMS

1. Election of Negotiator-at-Large. In accordance with the AFA Bylaws, nominations were put forward at one meeting (August 12, 2009), with the election following at the next meeting (August 26, 2009). Candidate statements were due by 5:00 p.m., Friday, August 21, and were included in the packet distributed to councilors for review prior to this meeting. Each of the two candidates for this position — Laura Larque, regular faculty member in the Social Sciences Department, and Michael Meese, regular faculty member in the Administration of Justice Department — addressed the Council, briefly summarizing their background and experience. Following a vote by secret (paper) ballot, Michael Meese was elected to serve as a negotiator-at-large, filling the vacancy created by John Daly's resignation, which was effective August 21, 2009. The term of this position is one year, and begins immediately. Warren offers his thanks to both candidates, as well as to John Daly, the outgoing negotiator.
2. Appointment of AFA Representatives to District-wide Committees for 2009.10. The officers' recommendations for committee appointments were included in the packet distributed to councilors for their review prior to the meeting. Warren Ruud remarked that there were two additional factors that the officers considered this year in making their recommendations: 1) although the number of committee positions has not changed, there are three more members sitting on the Council than there have been in prior years; and 2) due to budget restrictions, compensation for adjunct faculty service on committees remains problematic. Consequently, adjunct appointments have been reserved for committees on which adjunct participation is deemed to be essential. Following review of the recommendations and the announcement of the additional recommendation of Diane Larson as AFA representative to the Strategic Enrollment Planning Committee (StEP), the Council unanimously approved a motion made by Michael Meese and seconded by Paula Burks to approve the officers' recommendations for District-wide committee appointments as amended (with the addition of Diane Larson on StEP) (16 in favor, 0 opposed). (See attached list.)

3. Appointment of Representatives to AFA Standing Committees for 2009-10. The officers' recommendations for committee appointments were included in the packet distributed to councilors for their review prior to the meeting. Following review of the recommendations and a request from Lara Branen-Ahumada to remove her name from the Article 16 committee, the Council unanimously approved a motion made by Michael Meese and seconded by Paula Burks to approve the officers' recommendations for AFA standing committee appointments as amended (with the deletion of Lara Branen-Ahumada from the Article 16 committee) (16 in favor, 0 opposed). (See attached list.)
4. Approval of Tentative Agreement. Following discussion during the Negotiations Report, the Council unanimously approved a motion made by John Daly and seconded by Michael Meese to recommend to the membership that they approve the tentative agreement (16 in favor, 0 opposed).

### **DISCUSSION ITEMS**

1. Setting Date for AFA Fall 2009 Retreat. Janet McCulloch reported that Saturday, September 19, 2009 appears to be the date that works the best for the greatest number of councilors, officers and negotiators. The retreat will be held from 9:00 am to 4:00 pm at an off-campus location in Santa Rosa, and lunch will be provided. The officers plan to hire a trainer who works through the Center for Collaborative Solutions (formerly CFIRE), to lead a workshop on interest-based bargaining and problem solving. Paula Burks agreed to draft a group Flex activity proposal for the retreat.
2. CCCI Fall 2009 Conference. Warren Ruud reminded councilors that the California Community College Independents (CCCI) Fall 2009 conference would be held in Manhattan Beach on October 16 and 17, 2009. CCCI is a collection of approximately 18 independent collective bargaining agents representing community college faculty — those not affiliated with either CTA or CFT — who meet twice a year to work together on common interests. Rich Hansen, the president of CCCI (a former member of the SRJC Mathematics Department who is currently at Foothill DeAnza), serves as CCCI's voice in Sacramento through his seat on the board of governors for the California Community College Chancellors Office. According to the process spelled out in AFA's conference and travel policy, the Council may approve payment of travel expenses for four officers, negotiators, and/or councilors, in that order, with a minimum of one spot reserved for an adjunct faculty officer, negotiator or councilor. Warren and Janet plan to attend, and one other officer has expressed interest. Warren requested that anyone else who is interested in attending contact AFA staff by email within the next three weeks. The Council may also approve payment of registration fees only for additional attendees (beyond the first four).

### **MAIN REPORTS**

1. President's Report. Warren Ruud reported that College Council is considering AFA's request to create two additional ad hoc seats on the District Tenure Review & Evaluations Committee. Janet McCulloch explained that this request stems from ongoing efforts to train faculty to assume leadership positions in AFA as current leaders move closer to retirement.

2. Treasurer's Report. Copies of the 2008-09 Year-end Treasurer's Report were included in the packet distributed to Council members for their review prior to the meeting. Paula Burks asked the Council if they had any questions, issues or comments. Following brief discussion about the status of the \$20,000 matching fund challenge/donation to *the Bridging the Doyle Scholarship Fund* approved by the Council (still pending), the Council unanimously approved a motion made by Lara Branen-Ahumada and seconded by Michael Meese to approve the report (16 in favor, 0 opposed).
3. Conciliation/Grievance Report. This report and subsequent discussion were conducted in closed session.
4. Negotiations Report. This report and subsequent discussion were conducted in closed session. After coming out of closed session, the Council unanimously approved a motion made by John Daly and seconded by Michael Meese to consider approval of the tentative agreement as an action item at this meeting (16 in favor, 0 opposed).

The meeting was adjourned at 4:54 p.m.

Minutes submitted by Judith Bernstein.