

AFA EXECUTIVE COUNCIL MEETING MINUTES

May 11, 2011

(Approved by the Executive Council on May 23, 2011)

Executive Councilors present (noted by *):

*Warren Ruud, <i>presiding</i>	*Dianne Davis	*Reneé Lo Pilato	*Mike Starkey
*Paulette Bell	*Cheryl Dunn	*Sean Martin	*Julie Thompson
*Lara Branen-Ahumada	*Brenda Flyswithhawks	*Dan Munton	*Jack Wegman
*Paula Burks	*Karen Frindell Teuscher	*Audrey Spall	<i>One adjunct</i>
*John Daly	Lynn Harenberg-Miller	Eric Stadnik	<i>Councilor vacancy</i>

Officers/Negotiators present: Ann Herbst
Faculty present: Roland Hughes, Deborah Kirklin
Staff present: Judith Bernstein, Candy Shell

The meeting was called to order at 4:08 p.m. in Doyle Library, Room #4245, on the Santa Rosa campus.

MEMBER CONCERNS

1. Office Hours. On behalf of a colleague, Karen Frindell Teuscher asked whether instructors could schedule all of their office hours as "by appointment" and where the answer to that question could be found. It was pointed out that Article 32 in the Contract (www.santarosa.edu/afa/Contract/Articles/art32.pdf) outlines provisions for alternative forms of student consultation time (via phone and email). By-appointment hours may be held, but it is both contractual and District policy that those hours be held in addition to scheduled office hours. (See District Policy 3.9 at www.santarosa.edu/polman/3acadpro/3.9.pdf and Contract Article 17 at www.santarosa.edu/afa/Contract/Articles/art17.pdf.)

MINUTES

There being no corrections or additions, the Council accepted the minutes from the April 27, 2011 Executive Council meeting as presented. (Approved minutes are posted at www.santarosa.edu/afa/minutes.shtml.)

ACTION ITEMS

1. Regular Councilor Mid-Term Vacancies (2010-12 Terms). Warren reported that Jack Wegman has submitted his resignation from the Council, but plans to continue serving on the negotiating team until mid-August, 2011, at a minimum. Warren thanked Jack for his leadership and service on the Council. Jack said that he expects to run for a seat on the Council again in the future. Warren noted that, when a mid-term resignation follows on the heels of an election, typically the Council has considered the first runner-up from the last election. Terry Mulcaire, contract faculty in the English Department, was the first runner-up, and he has expressed interest in being considered for appointment to the Council. Warren noted that the Bylaws requires an affirmative vote by two-thirds of the Council for appointments to vacant seats, and also that, should the Council appoint Terry to fill Jack's seat, Terry would begin participating on the Council immediately. Warren also informed the

Council that Terry will be on sabbatical leave in Fall 2011, Dan Munton will be on a sabbatical leave in Spring 2012, and the Council would need to appoint leave replacements. André Larue responded to a recent AFA email announcement of vacancies and solicitation of candidates. Warren asked that the Council consider appointing Terry Mulcaire to take Jack Wegman's seat and appointing André Larue to take Terry's seat when Terry goes on sabbatical in Fall 2011. Warren also mentioned that André might be interested in being appointed as Dan Munton's leave replacement in Spring 2012. By a unanimous show of hands, the Council approved a motion made by Brenda Flyswithhawks and seconded by Sean Martin to appoint Terry Mulcaire to fill out the remainder of Jack Wegman's term, until mid-August 2012 (15 in favor). By a unanimous show of hands, the Council approved a second motion made by Brenda Flyswithhawks and seconded by Sean Martin to appoint André Larue as a sabbatical leave replacement for Terry Mulcaire during the Fall 2011 semester (15 in favor).

2. 2012-13 Academic Calendar. (See Discussion Item #1.) Warren commented that, historically, someone is always dissatisfied with the timing of spring break. He reiterated that spring break has been separated from the Easter holiday and will always be scheduled eight weeks into the spring semester. High schools typically don't make their calendar decisions until well after community college calendars are due to the State Chancellor's office, and there are differences even between Santa Rosa schools and Petaluma schools in terms of when their spring breaks occur. The break works well for the second set of 8-week classes. There was brief discussion about the placement of Veteran's Day and Flex placeholder days. Warren commented that it is always a challenge for the Calendar Committee to make sure that the number of days of instruction for each day of the week is uniform. Following the discussion, by unanimous voice vote, the Council approved a motion made by Brenda Flyswithhawks and seconded by Paula Burks to approve the 2012-13 Academic Calendar as proposed.
3. Proposed Changes to Bylaws: Article II. Following discussion (see Discussion Item #2), by unanimous voice vote, the Council approved a motion made by Brenda Flyswithhawks and seconded by Sean Martin to approve the changes to Article II of the AFA Bylaws as proposed. Cheryl Dunn expressed appreciation for the spreadsheet that Warren prepared, which outlined how the transition between the Council's current configuration (13 contract/6 adjunct) and the new configuration (11 contract/8 adjunct) would transpire. In addition to acknowledging that this change is a good first step, Paulette Bell reiterated her suggestion that the Council consider making adjustments as necessary, if it is determined at some point in the future that the changes are not working as intended.
4. 2011-12 District-wide Committee Appointments. Following discussion (see Discussion Item #3), by unanimous voice vote, the Council approved a motion made by Brenda Flyswithhawks and seconded by Paula Burks to approve the 2011-12 District-wide committee appointments as presented. Warren commented that, in the past, when there was a sufficient amount of money (from State categorical funds) in the Adjunct Faculty District Activities Fund (AFDAF), AFA made committee appointments without regard to a faculty member's classification (adjunct or contract). An AFDAF Steering Committee also awarded funds to adjunct faculty for special projects. After that source of funding was reduced significantly, the District agreed to compensate adjunct faculty appointed by the Academic Senate to serve on a limited number of District-wide committees out of District funds, and AFA agreed to compensate adjunct faculty appointed by the Council to represent AFA on a limited number of District-wide committees out of AFA funds. Warren said that staff would forward this list of appointments to Academic Senate President Terry Shell.

DISCUSSION ITEMS

1. 2012-13 Academic Calendar. Warren noted that the academic calendar is a negotiated item. He said that this proposal has been through the negotiations process, and was presented to the Academic Senate, College Council, and several other constituent groups for their input. The proposed calendar for 2012-13 is similar to the current year's calendar. In 2012, winter break begins on Saturday, December 22. The College calendar includes 177 days, and does not include any furlough days, as it is completely independent of the Contract. Warren added that

a compressed calendar remains an item of discussion for the future. Following the discussion, by unanimous voice vote, the Council approved a motion made by Brenda Flyswithawks and seconded by Cheryl Dunn to move this item to action. (See Action Item #2.)

2. Proposed Changes to Bylaws: Article II. Warren noted that, while there seemed to be general agreement at the previous Council meeting that the proposed set of changes to the Bylaws were a good way to implement the proposed changes to the Constitution, the Council had concurred that it would have been premature at that time to take action on the proposed Bylaws changes prior to the membership's approval of the Constitutional changes. Given that the membership approved the proposed Constitutional changes on Friday, May 6, Warren asked the Council whether they wished to engage in further discussion or take action on the proposed changes to the Bylaws. There being no further discussion, by unanimous voice vote, the Council approved a motion made by Brenda Flyswithawks and seconded by Sean Martin to move this item to action. (See Action Item #3.)
3. 2011-12 District-wide Committee Appointments. Councilors reviewed the AFA officers' recommendation for appointments of AFA representatives to District-wide committees for 2011-12. Warren noted that two slots remain unfilled—the Sabbatical Leave Committee and the Professional Development Committee. Warren noted that appointments to AFA standing committees would be considered in the fall, and that many Councilors serve on at least two committees. Reneé Lo Pilato asked that the New Faculty Outreach Committee be included on the list of AFA standing committee appointments. Karen Frindell Teuscher confirmed that she and Wanda Burzycki would be serving as co-chairs of the Department Chair Council next year. Paulette Bell indicated an interest in serving on the District Online Committee (DOC). Warren commented that the District is unwilling to pay adjunct faculty for committee service and, therefore, AFA doesn't have nearly the amount of adjunct representation on committees as it used to have in the past. AFA leaders met with the Senate, and divided the list of adjunct committee representative positions in half. Warren said that he thought the Senate has an adjunct faculty representative on DOC. Brief discussion followed about AFA's method of making committee appointments. Warren pointed out that AFA's model differs from the Senate's model. While the Senate opens up committee appointments every year, AFA has an interest in continuity and prefers to keep representatives in their same positions from year to year. As openings come up, officers ask for volunteers. Following the discussion, by unanimous voice vote, the Council approved a motion made by Brenda Flyswithawks and seconded by Cheryl Dunn to move this item to action. (See Action Item #4.)
4. Adjunct Councilor Seats (2011-12 & 2011-13 Terms). Warren noted that currently there are two vacant adjunct Councilor seats. The Adjunct Issues Committee has been tasked with recruiting and recommending candidates; however, Warren recommended, and the Council concurred, that it would be better to postpone this effort until after the certification election has been concluded.

MAIN REPORTS

1. President's Report. Councilors joined Warren in a round of applause to express their appreciation to AFA founding member John Daly, who will be stepping down from the Council at the end of this term, after having served as president, negotiator, and Councilor for a total of over 20 years. Warren noted that John would be invited back to a Council meeting in the fall for a more appropriate acknowledgement of his significant contributions to the faculty and the organization.
2. Conciliation/Grievance Report. This report and subsequent discussion were conducted in closed session.
3. Negotiations Report. This report and subsequent discussion were conducted in closed session.