

EXECUTIVE COUNCIL MEETING MINUTES

March 27, 2013

(Approved by the Executive Council on April 10, 2013)

Executive Councilors present (noted by *):

*Julie Thompson, <i>presiding</i>	*Ted Crowell	Andre LaRue	*Margaret Pennington
Paulette Bell	*Dianne Davis	*Sean Martin	*Audrey Spall
*Lara Branen-Ahumada	Terry Ehret	Bud Metzger	*Mike Starkey
Shawn Brumbaugh	*Deirdre Frontczak	*Terry Mulcaire	Phyllis Usina
*Paula Burks	Brenda Flyswithawks	*Nikona Mulkovich	

Officers/Negotiators present: Lynn Harenberg-Miller, Jacqueline McGhee, Warren Ruud, Jack Wegman

Faculty present: Laura Sparks

Staff members present: Judith Bernstein, Candy Shell

The meeting was called to order at 3:05 p.m. in the Mahoney Library Reading Room #PC721 on the Petaluma campus.

REPORT

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

The Council moved out of closed session at 4:00 p.m.

MEMBER CONCERNS

1. Maternity Leave. Laura Sparks thanked Councilors for the hard work they do. She urged AFA to look at the current maternity leave policies. She said that she has heard from many faculty members about difficulties with the process, and she suggested that an increasing number of faculty members would be affected by these policies in the future.
2. Senate Bill 520 (Steinberg). Margaret Pennington expressed appreciation to Terry Mulcaire for the recent email he sent out alerting faculty to the pitfalls of SB 520 and said that she is similarly concerned about the possibility of public monies for education being diverted to private institutions. (To read the text of the bill, go to http://www.leginfo.ca.gov/cgi-bin/postquery?bill_number=sb_520&sess=1314&house=B .) Margaret noted that FACCC recently sent out a communication on the subject and has posted some information on its website (<http://www.faccc.org>); however, FACCC has not taken a position on the bill yet. Margaret asked if the Council could have a discussion at some point about the bill and about possible advocacy efforts against its passage. She also asked whether the Academic Senate has discussed SB 520 or taken a position on it. It was suggested that the AFA/District Workload Task Force and Class Size Task Force might be viable inroads for exploration of the issues associated with the bill. Julie commented that she doesn't know whether the statewide Academic Senate has taken a position yet and that she had not seen any communication from that organization's president about the bill.

MINUTES

There being no corrections or additions, by unanimous voice vote, the Council approved a motion made by Lara Branen-Ahumada and seconded by Terry Mulcaire to approve the minutes from the March 13, 2013 Executive Council meeting as submitted (10 in favor, 0 opposed, 0 abstentions). (Approved minutes are posted at <http://www.santarosa.edu/afa/minutes.shtml> .)

DISCUSSION ITEMS

1. Proposal re: Anticipated Increase in Revenue Due to 7% Addition to Course Schedule. Julie noted that Secretary/Treasurer Paula Burks and AFA Office Coordinator Candy Shell have developed some income projections for next year in anticipation of an increase in AFA revenue (dues and fees) due to additions to the 2013-14 schedule of classes. Julie asked that the Council brainstorm and possibly reach a decision, even in broad terms, about what to do with that money next year. Paula thanked Candy for her work on the projections, which were based on the assumptions that the bulk of the 7% increase will go primarily to adjunct faculty and that the increased revenue will come from the increase in adjunct faculty gross wages. Initial calculations indicate that the total revenue projection with a 7% increase will result in approximately \$123,000 total in dues and fees from adjunct faculty. The projection for contract faculty dues and fees, which was based on actual figures from Fall 2012, indicates a total of \$207,000 in dues and fees. The total revenue from all faculty dues and fees is projected to be approximately \$330,00 for 2013-14, an increase of approximately \$18,000 from 2012-13 estimates (assuming that all those class additions actually happen, and the District doesn't cut classes). Paula noted that when preparing AFA's annual budget she and Candy typically overestimate expenses and underestimate revenue. Currently, AFA has approximately \$200,000 set aside for contingencies in its reserves, an amount that has not increased for several years. AFA's accountant has recommended that an organization's reserves be equivalent to a year's worth of operating costs, which means that AFA would need to have an amount closer to \$300-350,000. Another issue is that AFA hasn't been contributing to the PAC account. The current balance in that account is about \$21,000. If there are upcoming advocacy needs in 2013-14, the Council might want to start thinking about resuming contributions, which would need to be at the same rate for all AFA members. Paula also informed the Council that Candy's position was reclassified at a higher grade-level, which will have an impact on expenses; however, Paula also pointed out that next year there will be a decrease in expenses of \$530 per month, because the copier lease will be paid off.

Julie said that the Cabinet has identified and considered three potential directions/uses for additional revenue:

- 1.) Adjusting reassigned time to reflect the fact that many of those officers/negotiators/other positions who receive reassigned time are working well beyond the number of hours allocated to their positions;
- 2.) Increasing contributions to the AFA PAC account. Before the Council decided to stop member contributions to the PAC, each member was contributing \$1.00 per month—or less for those adjunct faculty members whose dues were less than \$1.00 per month. Some flexibility is possible. For example, the Council could identify a goal, strategize how to get there, approve contributions for a certain number of months, and then vote to stop the contributions after reaching the goal;
- 3.) Building up AFA's reserves. The amount in AFA's reserves should be equivalent to its operating costs for one year (currently about \$330,000). At this point in time, AFA doesn't have enough in its reserves to get through an entire year. There is also concern about the need to cover possible legal expenses in the future.

Julie asked the Council to suggest additional ideas and also to consider what the priorities should be. During the discussion that followed, the following comments and suggestions were put forward:

- Augment the Adjunct Faculty Medical Benefits Program fund. (Julie and Warren pointed out that this option would not be possible to implement, since it is illegal to use member dues and fees for that purpose);
- Use PAC account funds to get involved in board elections. (Julie suggested that, before pursuing that option, the Council might want to do some research and talk to other faculty associations that have advanced candidates in their districts to see how much money was involved);
- Increase the amount of reassigned time for the Conciliation/Grievance Officer and the President first, as those two are the most urgently needed, and then use the rest of the money where it's most flexible, so as not be too restrictive;
- Increase the legal defense reserves to make sure that there is enough money to draw on should it become necessary;
- First, see how much more income there is before looking at cost estimates for increasing the reassigned time, as there might not be that much more income;
- Pay adjunct faculty for serving on committees. (Currently, AFA compensates adjunct faculty for serving as AFA representatives on those District-wide committees that mandate adjunct participation.)

At the end of the discussion, Julie asked that the Council use the summer to think about the half-dozen ideas that had been suggested. Councilors could add other ideas to the list and make a decision early in the fall semester, after there's been enough time to see what the new revenue figures look like.

ACTION ITEMS

1. Appointment of Budget Advisory Team Leader for 2013-14. Julie informed the Council that Will Baty has agreed to continue serving in this position next year. By unanimous voice vote, the Council approved a motion made by Paula Burks and seconded by Deirdre Frontczak to appoint Will Baty as Budget Advisory Team Leader for the 2013-14 year. The one-year term begins on the first day of the Fall 2013 semester (11 in favor, 0 opposed, 0 abstentions).

MAIN REPORTS

1. President's Report. Julie reported on the following items:
 - CCCI Spring 2013 Conference. Monday, April 1 is the deadline for letting staff know about interest in attending the entire three days of the CCCI conference. So far, four individuals have indicated interest in attending. The AFA conference policy provides for funding for four. (See http://www.santarosa.edu/afa/Policies/professional_conf.pdf .) If others step forward by the deadline, the Council will have to decide which four to send. Those who are considering attending a one-day session only may decide right up until the session begins.
 - Professional Development Committee (PDC). The PDC used to meet at an inconvenient time for many faculty members (Thursdays at noon). Although a number of faculty members had expressed interest in serving as AFA's representative on PDC, they all had a time conflict. In response to a request from AFA and with the agreement of PDC members, Staff Development Coordinator Mary Sandberg pursued and received College Council's approval to change the meeting time to the first and third Thursdays at 3:00 p.m. AFA has been trying to find candidates to appoint to its two seats on PDC for a long time, and it is critical that the appointments be made as soon as possible. Julie encouraged those present to beat the bushes for candidates interested in an appointment to these two vacant seats, as well as to the one open AFA seat on the Equal Employment Opportunity Advisory Committee, which meets on the fourth Wednesday of the month from 8:30 a.m. to 10:00 a.m.
 - Mid-Term Adjunct Council Seat Vacancy. Since Ted Crowell was elected to serve as a negotiator next year, he has decided to relinquish his Council seat, effective the beginning

of the fall semester. In order to fill the mid-term vacancy (the second year of Ted's two-year term), the Council could call for nominations, hold a special election, and send out ballots to the adjunct membership. Another option would be to solicit statements of interest in the vacant seat, ask candidates to submit candidate statements, and then have the Council fill the position by appointment. (See section 6.b in the AFA Bylaws at <http://www.santarosa.edu/afa/Misc/bylaws.pdf> .) (A third option, to appoint a candidate who had run unsuccessfully in the Spring 2013 election, is not available as there was no surplus of candidates in the last election cycle.) After brief discussion, there was a consensus from the Council that it would be preferable to fill the seat by Council appointment and maintain the regular election cycle as is.

- Rescheduling CCCI Advocate Visit. Due to the need to attend a legislative session on April 10, David Balla-Hawkins has rescheduled his presentation to the Council for April 24.
 - Councilor Recruitment. Next fall, AFA is planning to hold an informational, social mixer to solicit interest from contract and adjunct faculty members who might want to get involved in the organization. It will be an opportunity to meet the Council in an informal setting, ask questions, and hear a short presentation about what the Council does.
 - Survey of Membership. Early next fall, AFA will begin creating a survey pertaining to negotiations and the Contract that will be sent out to the membership. Julie encouraged those present to begin pondering potential questions to include in the survey, noting that she would like everyone's voice to be represented. It's possible, as in past surveys, that some questions may be posed specifically to one group or the other, and some questions may be common to both groups. AFA had specific reasons in the past for sending out some surveys on particular topics in the spring, but the membership needs to weigh in early in the year so as to inform the overall negotiations process for the year.
 - *AFA Dialogue*. Publications Coordinator Terry Mulcaire asked Councilors to encourage their colleagues to submit responses to Will Baty's *Dialogue* pieces on the budget, to continue the conversation and pick up where Will left off. Terry suggested that one topic related to the budget is the increase in uncompensated faculty workload. He also said that adjunct Councilor and Negotiator Lara Branen-Ahumada has submitted an opinion piece on pay parity, which AFA will be publishing soon in *Dialogue*.
2. Treasurer's Report: February 2013. Secretary/Treasurer Paula Burks reviewed the report and pointed out that there was no contract faculty dues or service fees income for February, because the District did not make those deposits until March. The March report will reflect two months' worth of deposits. The largest expenditures for the month of February included registration fees for the FACCC Policy & Advocacy Conference; equipment rental fees (the monthly lease for the office copier, which will be paid off at the end of this fiscal year, and the annual fees for the postage meter); the annual premium for general liability insurance; refreshments for the spring retreat and the adjunct faculty PDA workshop; legal fees for consultation with AFA's attorney on conciliation/grievance matters; reassigned time for officers, negotiators, and other positions for Fall 2012; and reassigned time for the President, Chief Negotiating Officer, and Conciliation/Grievance Officer for Summer 2012. AFA PAC account expenses for February included a \$500 contribution to the Das Williams campaign and a \$630 contribution to SRJC Associated Students for travel expenses for the annual March in March in Sacramento.
 3. Conciliation/Grievance Report. This report and discussion were conducted in closed session.

The meeting was adjourned at 5:06 p.m.

Minutes submitted by Judith Bernstein