

## **EXECUTIVE COUNCIL MEETING MINUTES**

May 8, 2013

*(Approved by the Executive Council on May 15, 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 Flysworthawks	*Nikona Mulkovich	

Officers/Negotiators present: Will Baty, Lynn Harenberg-Miller, Jacqueline McGhee,  
Warren Ruud

Faculty present: Karen Stanley

Staff members present: Judith Bernstein, Candy Shell

The meeting was called to order at 3:10 p.m. in Room #4245 in Doyle Library on the Santa Rosa campus.

### **MAIN REPORTS: CLOSED SESSION**

1. Negotiations Report. This report and subsequent discussion were conducted in closed session.
2. Conciliation/Grievance Report. This report and subsequent discussion were conducted in closed session.

The Council moved out of closed session at 4:01 p.m.

### **MEMBER CONCERNS**

1. Strategic Planning Task Force Work Groups & Summer Activity. Karen Stanley appeared before the Council to express her concern about the fact that at least one of the Strategic Planning Task Force (SPTF) Work Groups—comprised of faculty, classified, and managers—will be meeting over the summer, and that faculty will be faced with a difficult choice: either agree to participate and work for free or refrain from participating, in which case their voices and contributions will not be included. The Strategic Plan has been billed as an inclusive process, yet this plan for the summer sets a negative precedent. There is already too long of a list of circumstances in which faculty members serve beyond the limits of their contract out of a sense of duty or obligation without getting paid. Karen requested that AFA give the issue careful consideration, make an effort to support faculty who serve on a work group that will be meeting over the summer, and in its next meeting with the District, request that the District offer a stipend to any faculty member who works on a SPTF work group during the summer.
2. Formula for Department Chair Reassigned Time. Audrey Spall said that she had been approached by a department chair, who asked about the status of negotiations regarding the formula for department chair reassigned time. Julie explained that negotiations on all aspects

of this subject have not concluded, that there is still one lingering issue to be resolved, and that AFA anticipates holding further discussions with the District about that issue in the fall.

3. Faculty Salaries & Cost of Living in Sonoma County. Nikona Mulkovich said that she had been approached by several faculty members who spoke to the challenges they are facing in attempting to buy a house and maintain a certain quality of life in Sonoma County. They asked that she encourage AFA to negotiate for better wages because they cannot afford to live here. An additional comment was made that those who already live here are struggling to pay their mortgages, put food on the table, and send their children to college. Julie said that it was critical that faculty attend the upcoming budget forums that Vice President of Business Services Doug Roberts will be presenting and ask questions. To become better informed about how the budget works and get a sense of appropriate questions to ask at the forums, faculty members were encouraged to reread Will Baty's two articles in *AFA Dialogue*. (See <http://www.santarosa.edu/afa/1213/Publications/Dialog/130312.html> and <http://www.santarosa.edu/afa/1213/Publications/Dialog/130226.html> ).
4. Ratio of Administrators to Students. Bud Metzger asked whether data regarding SRJC's ratio of administrators to students is available. Will Baty explained that administrators are classified in four categories in terms of reporting to the state. Data from nine years ago showed that the District was 50<sup>th</sup> in the state in terms of the total number of administrators, although that doesn't necessarily mean that there isn't room to adjust management levels. Will suggested that it would be helpful when looking for data on managers to use the same comparison group of community colleges that AFA uses when collecting faculty salary data.

### MINUTES

By unanimous voice vote, the Council approved a motion made by Brenda Flyswithhawks and seconded by Nikona Mulkovich to approve the minutes from the April 24, 2013 Executive Council meeting as amended with the following correction: in the third sentence under the fourth bullet on "Accreditation and ACCJC" on page 4, "show cause status" will be changed to "sanctions" (16 in favor, 0 opposed, 0 abstentions). (Approved minutes are posted at <http://www.santarosa.edu/afa/minutes.shtml> .)

### DISCUSSION ITEMS

1. AFA Representatives to District-Wide Committees for 2013-14. Two lists of District-wide committees that include AFA representatives among their members were projected onscreen. One list included the charge of each committee, its meeting schedule, and the number of AFA seats on the committee. The other list included the names of officers who serve as AFA's representatives by position (see [http://www.santarosa.edu/afa/Policies/officers\\_duties.pdf](http://www.santarosa.edu/afa/Policies/officers_duties.pdf) ), along with the names of AFA members who have indicated an interest in continuing to serve in their current role as AFA representative on a particular committee. (See [http://www.santarosa.edu/afa/Misc/district\\_cmtes.pdf](http://www.santarosa.edu/afa/Misc/district_cmtes.pdf) for a list of AFA's representatives on District-wide committees for 2012-13.) In the discussion that followed, a comment was made that, rather than allowing the same faculty members to continue to serve in the same positions year after year, it might make more sense to open up the AFA seats on these committees to new and different people. Julie noted that, on the one hand, continuity, historical memory, and recognition of the amount of time it takes to get up to speed on any given committee are all important factors to consider; on the other hand, it's also important not to prevent or discourage other faculty members from stepping up to serve in these positions. She pointed out that, even if one is not an official representative, faculty members are always welcome to attend District-wide committee meetings. There was a brief description of the manner in which the Council has made committee appointments historically, and the importance of ensuring that AFA appointees to District-wide committees represent faculty interests and are familiar with AFA's contractual concerns was stressed. In response to a suggestion that AFA's committee representatives be appointed to serve for two years rather than for one year, Julie said that committing to a two-year term might present

logistical issues because of the variation in teaching and allied schedules. She noted that the Academic Senate sends out its solicitation of interest in serving on a committee every spring and confirms its appointments annually. This year, AFA's process is happening a little late. Typically, the Council confirms committee appointments in the spring, so that representatives can begin serving the following fall. In response to a comment about the issue of compensation for adjunct participation on committees, which has been discussed at prior Council meetings, Julie spoke to what she described as a "cart-and-horse tangle." As soon as the Council gets a sense of the amount of the increased revenue that is anticipated due to additions to the Fall 2013 schedule of classes, then the Council would be able to figure out how many adjunct positions could be financed; however, if the Council is talking about making the committee appointments earlier in the fall, prior to having that information available and knowing how many adjunct positions the Council thinks it can afford, that presents a problem.

At the end of the discussion, there was consensus that every committee seat that is not a by-position seat be treated as open, that no appointee automatically rolls over, and that every open seat gets mindful consideration—taking experience, AFA perspective, and training time into account. Since it was not known whether the Council would have another meeting before the end of the spring semester, Julie proposed that AFA staff revise the list (by leaving the names of all of the AFA officers who serve by position in black and using another color for the seats that are open and the names of the faculty members who are interested in those open seats, if any). The list will be distributed to Councilors as soon as possible so that they can review it, see where the needs are, consult the other document for the meeting schedule, and decide whether they would like to express interest in serving on any particular committee. (Note: AFA policy requires that all Councilors serve on either a standing or District-wide committee and that Councilors will have first priority for consideration in committee appointments; due to AFA's reduced revenues during the past several years, the practice of appointing adjunct Councilors to committees has been temporarily restricted. See [http://www.santarosa.edu/afa/Policies/councilor\\_duties.pdf](http://www.santarosa.edu/afa/Policies/councilor_duties.pdf) and [http://www.santarosa.edu/afa/Policies/district\\_committees.pdf](http://www.santarosa.edu/afa/Policies/district_committees.pdf).) Julie reiterated the difficulty in making any decisions about appointing more adjunct faculty to committee positions ahead of seeing what the increased revenue will be and how many adjunct positions the AFA budget can support, but she expressed optimism that the Council would figure out a way to resolve this dilemma.

## MAIN REPORTS

1. President's Report. Julie presented brief reports about the following items:
  - AFA Fall 2013 Calendar. Included in the packet for this meeting was a tentative calendar of Council, Cabinet, negotiations, and other meetings scheduled during the fall semester.
    - Fall Retreat. As in the past, staff will conduct a Doodle poll to determine a retreat date that works for the greatest number of people.
    - Fall 2013 Member Survey. Councilors should forward their ideas for potential survey questions to staff. The goal is to finalize the questions and send the survey out to the membership as early as possible in the fall, so as to collect faculty responses in time to review them at the fall retreat. In response to a suggestion that AFA start with the same questions and results from the recent random survey that the Department of Institutional Research conducted, Julie explained that AFA's survey questions need to pertain very specifically to its scope of interest (i.e., medical benefits, salary, working conditions, the evaluation process, etc.), and that those are the issues that show up in member concerns and grievances. It was also suggested that the survey include a question about what the membership would like AFA to do in terms of outreach.
    - AFA Social Mixer. September 30 is the date for the Santa Rosa event. The date for the Petaluma event has not been scheduled yet.

- AFA Office Coordinator Interviews. The job search to replace retiring AFA Office Coordinator Judith Bernstein is in process. Julie, Paula Burks, Candy Shell, and Judith Bernstein will be interviewing prospective candidates during finals week.
  - AB 955. FACCC Membership Director Evan Hawkins contacted AFA to discuss the possibility of scheduling a meeting between AFA leaders and 10<sup>th</sup> District Assemblymember Marc Levine ( <http://asmdc.org/members/a10/> ) to talk about AB 955—the proposed two-tiered extension program for community colleges. (See [http://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=201320140AB955&search\\_keywords=](http://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201320140AB955&search_keywords=) .) Due to scheduling conflicts that preclude a face-to-face meeting, Julie will write a letter instead. She plans to circulate a draft within the Publications Workgroup before forwarding it to Councilors for their review and approval. If the Council is comfortable with AFA communicating a position on AB 955, then Julie will send the letter to Assemblymember Levine.
  - Budget Forums. Julie encouraged those present to attend Doug Roberts' upcoming budget forums, which are scheduled for Monday, May 20, from 1:30 to 3:00 p.m. in Doyle Library, Room #4246, on the Santa Rosa campus (with video video-conferencing to Call Room #602 on the Petaluma campus), and Thursday, May 23, from 1:00 to 2:30 p.m. in Call Room #640 on the Petaluma campus (with video-conferencing to Doyle Library Media Room #4243 on the Santa Rosa campus).
  - Follow-up to Member Concern re: Free Tuition for High School Students. Negotiator Jack Wegman emailed a set of questions to Admissions & Records Director Dianne Traversi, and Julie projected Dianne's responses to the questions onscreen. The program is open to all concurrently enrolled high school (HS) students, currently 700 in a primary semester, who receive priority registration only in the summer—they get the lowest priority after all other continuing students. HS students buy their own books. The District receives the same apportionment for the HS students as for other enrolled students, and it doesn't lose any money on the program. Most other community colleges in California exempt HS students from the enrollment fee, and now SRJC will, too; that means that the HS students won't have to pay the \$46-per-unit fee. Julie encouraged Councilors to email their questions directly to District staff or managers should they have concerns in the future about District programs.
2. Treasurer's Report: March 2013. Secretary/Treasurer Paula Burks reviewed the monthly report, noting that it does not reflect contract faculty dues and fees income for March, because the District didn't make the deposits until April 1. Notable expenditures for the month included the final travel reimbursements for the March FACCC conference, food for the Council's Spring 2013 retreat, and the annual premium for directors' and officers' liability insurance. Still pending is the receipt of the District's invoices to AFA for reimbursement of compensation for Spring 2013 reassigned time for officers, negotiators, and other positions and for compensation of adjunct faculty serving on the Executive Council and as AFA representatives to District-wide committees.

The meeting was adjourned at 4:51 p.m.

Minutes submitted by Judith Bernstein