

EXECUTIVE COUNCIL MEETING MINUTES

February 25, 2015

(Approved by Executive Council on March 11, 2015)

Executive Councilors present (noted by *):

*Julie Thompson, <i>presiding</i>	*Paula Burks	*Sean Martin	*Matt Murray
*Filomena Avila	*Terry Ehret	*Molly Matheson	*MJ Papa
*Paulette Bell	*Karen Frindell Teuscher	*Jacqueline McGhee	*Margaret Pennington
*Denise Beeson	*Deirdre Frontczak	Bud Metzger	*Michelle Van Aalst
*Shawn Brumbaugh	*Michelle Hughes Markovics	Terry Mulcaire	

Officers/Negotiators/Appointed Positions present: Ted Crowell, Mark Ferguson, Warren Ruud

Staff members present: Candy Shell, Carol Valencia

Faculty members present: Marti Estrin, Holly Vettori

The meeting was called to order at 3:03 p.m. in Doyle Library, Room #4245, on the Santa Rosa campus.

CLOSED SESSION REPORTS

1. **Negotiations Report**. This report and discussion were conducted in Closed Session.
2. **Conciliation/Grievance Report**. This report and discussion were conducted in Closed Session.

Closed Session adjourned at 4:00 p.m.

OPEN SESSION

Open Session reconvened at 4:04 p.m.

MEMBER CONCERNS WITHIN AFA'S PURVIEW

1. **CDCP Courses**. Faculty member Marti Estrin, Noncredit ESL Coordinator, brought up a concern regarding Career Development and College Preparation (CDCP) courses, which are paid on a separate salary schedule. Her request is for the AFA Negotiations Team to urge the District to fulfill its obligations arising from the 2008 CDCP Workload Study. Starting in 2009, the AFA Contract included language that "*The District and AFA agree to share equally (50/50) the allocation of new revenue coming to the District for increased FTES for identified and state-approved CDCP noncredit courses*" (Art. 3.17.A). She plans to send the Executive Council a written report outlining her request. Holly Vettori, ESL Department Chair, voiced her support of Marti's request and reminded the Executive Council of their pledge to "address inequities." (See [AFA "About Us" Page](#).)
2. **Adjunct Pay Parity**. Deirdre Frontczak read a member concern from Lara Branan-Ahumada regarding the importance of adjunct faculty pay parity in negotiations. She would appreciate a statement by AFA about the importance of pay parity and its support thereof. (See link to "Hourly Assignment Pay Rates" [http://www.santarosa.edu/afa/adj_hourlyrates.shtml]) excerpted below from the *Of Interest to Adjuncts* section of the AFA website:

Through negotiations over the past ten years, AFA has increased the lecture hourly assignment compensation from 61.5% pro rata to 72.6% pro rata, based on the full 100% pay of a regular faculty member.... One of

AFA's long-term goal is to achieve 87.5% pro rata pay for these four hourly salary schedules. At that pro rata, the compensation for the student contact portion of the job (classroom, preparation, student assessment, and office hours) would be identical for both regular and adjunct faculty on the same schedule step and class.

3. FACCC Advocacy & Policy Conference. MJ Papa reminded the Council that several Councilors (MJ, Dianne Davis, Julie Thompson, Michelle Van Aalst) will be attending the FACCC conference next weekend and will be meeting with legislators. Please let any of the attendees know if you have issues you would like the group to bring up with our legislative representatives.
4. Hourly Salary Schedule Steps. Terry Ehret brought up a concern from the latest AFA PDA session in February. She asked if the Negotiating Team could look into the inequity in the salary schedule steps between contract and hourly faculty. The inequity occurs because the hourly salary schedule stops at Step 9 while the contract schedule goes to Step 16; in addition, hourly faculty move through the steps more slowly. Warren explained in the current method of step advancement, some adjunct faculty progress faster and some slower than contract faculty do, relative to load. He also explained that if more steps were added to the hourly schedules, then a greater proportion of that new money would go to full-time faculty performing overload assignments. It is the team's position that AFA should work toward hourly salary parity rather than creating more hourly salary schedule steps. Julie added that there are many areas of inequity, and the team has to prioritize the issues they pursue with the District. (See link to [2014-15 Salary Schedules](#).)

MINUTES

Paulette Bell asked for an addition to the minutes from the February 11, 2015 Executive Council meeting reflecting that there were other Councilors who reported issues with the IT-scheduled shutdowns during Thursday evening classes.

With the addition noted above, by unanimous voice vote, the Council approved a motion made and seconded to approve the minutes from the February 11, 2015 Executive Council meeting as submitted (16 in favor, 0 opposed, 0 abstentions).

(Approved minutes are posted at <http://santarosa.edu/afa/minutes.shtml>.)

ACTION ITEMS

1. **Adjunct Council Appointments for 2015-17 Term**
 - Julie explained that at our last meeting we discussed the fact that the election of the Executive Council adjunct seats was uncontested, having three candidates for four open seats. We would like to appoint those three candidates (Terry Ehret, Deirdre Frontczak and MJ Papa).
 - There being no further discussion, a motion to appoint Terry Ehret, Deirdre Frontczak and MJ Papa to the Executive Council for the 2015-17 term was made, seconded and approved by unanimous voice vote (16 in favor, 0 opposed, 0 abstentions).
2. **Adjunct Council Vacancy for 2015-17 Term**
 - This item was moved from a Discussion Item.
 - There being no further discussion, a motion to hold an election by the membership for the remaining Executive Council adjunct seat for the 2015-17 term was made, seconded and approved by hand count (15 votes in favor).
3. **Contract Council Vacancies Appointment for 2015-16**
 - This item was moved from a Discussion Item.
 - There being no further discussion, a motion to appoint Molly Matheson and Michelle Van Aalst to the two Executive Council contract mid-term 2015-16 vacancies was made, seconded and approved by unanimous voice vote (15 in favor, 0 opposed, 0 abstentions).

DISCUSSION ITEMS

1. **Adjunct Council Vacancy for 2015-17 Term**

- Julie referred to the discussion at the last Executive Council meeting, where the Council decided to affirm the three qualified candidates for the open Executive Council adjunct seats for the 2015-17 term and reopen nominations for the remaining open seat. Since then a call for interest went out to all adjunct faculty members, and three qualified candidates responded (Dwayne Mulder, Margaret Pennington and Eric Stadnick). The Council can either make an appointment or hold a special election for this remaining seat. The Adjunct Issues Committee met and recommends that we hold a special election. Julie asked for further discussion.
- There was a discussion about whether the interested candidates were aware of the possibility that there would be an election rather than an appointment. Julie confirmed that the call for interested candidates included a reference to the AFA Bylaws that states that the Council has the option to appoint or call a special election of the membership.
- Terry Ehret further clarified that in an election, only adjunct faculty members would elect their representative; however, if the Executive Council votes to appoint, both contract and adjunct Councilors would vote.
- A motion was made, seconded and approved by unanimous voice vote to move this item to an Action Item (16 in favor, 0 opposed, 0 abstentions).

2. **Opening of Nominations for Officers: 2015-16**

The following nominations were made for Officers:

- *President:* Karen Frindell Teuscher
- *Chief Negotiator:* Julie Thompson
- *Conciliation/Grievance Officer:* Mark Ferguson
- *Vice President for Santa Rosa:* Sean Martin
- *Vice President for Petaluma:* Michelle Hughes Markovics
- *Secretary/Treasurer:* Michelle Van Aalst

3. **Opening of Nominations for Negotiating Team Members: 2015-16**

The following nominations were made for Negotiating Team Members:

- Ted Crowell, Mark Ferguson, Deirdre Frontczak, Terry Mulcaire

4. **Opening of Nominations for Other Positions: 2015-16**

The following nominations were made for Other Positions:

- *Publications Coordinator:* Matt Murray
- *DTREC Co-Chair:* Sean Martin
- *Bay Faculty Association Representative:* Julie Thompson
- *Adjunct Cabinet Representative:* Terry Ehret, Deirdre Frontczak

5. **Special Nomination** (new Discussion Item)

- In order to provide coverage for Sean Martin's sabbatical leave in Fall 2014, Jacqueline McGee was nominated for Vice President for Santa Rosa and DTREC Co-Chair during his absence.

6. **Contract Council Vacancies Appointment for 2015-16 (added Discussion Item)**

- The Spring 2015 Executive Council contract seats election has concluded. As a result of that election, we have six elected Councilors and two runners-up. We will have two Executive Council contract vacancies during 2015-16: sabbatical leave replacements for Sean Martin (Fall 2015) and Karen Frindell Teuscher (Spring 2016) and Paula Burk's seat (vacated at the beginning of Fall 2015). Since we just finished an election, we would like to appoint the two runners-up (Molly Matheson and Michelle Van Aalst) to fill these two mid-term vacancies.
- A motion to move this item to an Action Item was made, seconded and approved by unanimous voice vote (15 in favor, 0 opposed, 0 abstentions).

PRESENTATION

Professional Development Committee, Katie Gerber (*Faculty Development Coordinator, Santa Rosa Campus*) and Laura Sparks (*Faculty Development Coordinator, Petaluma Campus—via teleconference*)

- Katie addressed the Council, explaining that the Professional Development Committee (PDC) is interested in changing its function and membership and updating its charge. The PDC represents the professional development (PD) needs of all employee groups (faculty, classified and management). However, the PDC is a “recommending body” and doesn’t make the final decisions.
- The biggest change the PDC is proposing is an increase in the number of classified representatives from four to six so it would be equal to the number of faculty representatives. There are also two administrative representatives on the committee.
- The PDC had a lengthy internal discussion about this change, and there is new language in the charter to alleviate any faculty concerns. It is the intent of the committee that there still be adequate faculty input. In addition, there will be faculty representation on the Academic Senate PD committee.
- With the new charge, the classified and management representatives will have the “say” for their respective groups. The PDC will also be adding three “workgroups” (one for each employee group).
- The PDC sees this change as beneficial to all. The intent is to lift up classified PD opportunities rather than diminish faculty PD opportunities. The Committee also recognized that there are many categories of classified staff, and they need more representation to offer relevant opportunities for all. The PDC plans activities throughout the year—not just on PDA Day.
- MJ Papa explained that adding the two classified representatives addresses a workload issue: more people are needed to do outreach/research on PD offerings.
- Questions & Answers:
 - Q: What will happen with the Academic Senate PD sub-committee? Who will actually make the decision regarding faculty PD? AFA has contractual responsibilities pertaining to PD, and we are worried that our voice might be diluted by the greater Senate voice. Is it possible to consider having an equal number of Senate and AFA appointees to the PD sub-committee?
 - I do not know the answers to those questions. It is a Senate/AFA issue. Laura added that the Senate sub-committee is not new, but it was not functional because the members on that sub-committee were not the same as the ones on the PDC. The Senate is in the process of updating its Bylaws to state that the faculty representatives from the PDC will be the members of the Senate sub-committee. Those Bylaws currently define the AFA appointees as “non-voting,” however.
 - Q: Are any of the faculty seats on the PDC filled by noncredit faculty members?
 - There are two volunteer appointees from the Senate, and neither is a noncredit instructor.

OTHER REPORTS

1. **President’s Report.** Julie reported briefly on the following items:
 - She will be connecting with our California Community College Independents (CCCI) lobbyist David Balla-Hawkins when she goes to Sacramento on Monday (March 2).
 - We have recently scheduled two legislator visits to SRJC: Mike McGuire on April 16 and Marc Levine on April 23—both Thursday afternoons.
2. **Treasurer’s Report: January 2015.** Paula Burks reported briefly on the following items:
 - Expenses for this period included:
 - Payment of property and liability insurance (*Insurance: General Liability*)
 - Pay-out of the second half of the AFA office retiree’s sick leave (*Payroll: Employee Benefits*)
 - *Professional Dues: FACCC* for two months
 - Our annual audit expense (*Professional Fees: Accountant*)—we will receive another bill for tax return preparation services.
 - *Professional Fees: Legal* included our retainer plus \$840 for consultations.
 - PAC Account expenses included the donation to Jose Medina (FACCC honoree).
 - The adjunct instructor load is going up, so revenues from hourly employees should also be increasing soon.

The meeting was adjourned at 5:02 p.m.

Minutes submitted by Carol Valencia.