

EXECUTIVE COUNCIL MEETING MINUTES

April 12, 2017

(Approved by Executive Council on April 26, 2017)

Executive Councilors present (noted by *):

*Karen Frindell Teuscher, <i>presiding</i>	*Shawn Brumbaugh	*Robert Jackson	*Margaret Pennington
*Filomena Avila	Dianne Davis	*Sean Martin	*Karen Stanley
Denise Beeson	*Terry Ehret	*Molly Matheson	*Michelle Van Aalst
*Paulette Bell	*Deirdre Frontczak	*Bud Metzger	*Albert Yu
*Marc Bojanowski	Michelle Hughes Markovics	*Terry Mulcaire	

Negotiators/Appointed Positions present: Debbie Albers, Mark Ferguson, Warren Ruud, Julie Thompson

Councilors-Elect present: Ted Crowell

Staff members present: Carol Valencia

Faculty members present: Kat Valenzuela

Guests present: Karen Furukawa

The meeting was called to order at 3:04 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.
3. **Cabinet Report.** This report and discussion were conducted in Closed Session.

Closed Session adjourned at 3:56 p.m.

OPEN SESSION

Open Session reconvened at 4:08 p.m.

MEMBER CONCERNS WITHIN AFA'S PURVIEW

1. **Learning Communities/Linked Classes.** Molly Matheson raised a concern regarding remuneration for learning communities and linked classes explaining that the payment is not consistent between faculty members resulting in unequal compensation.
2. **Paid Adjunct Rep to DOC.** Terry Ehret asked the Council to consider having a paid adjunct representative for the District Online Committee since adjunct faculty members teach many online courses.
3. **Teaching Load for Full-time Classified Employees.** Sean Martin raised a concern about the District telling some adjunct faculty members that they have to give up their teaching load if they accept a full-time classified position. After researching both Contract and Policy, he could find nothing about this requirement.
4. **Pay Practices for Transfer Track Courses.** Sean also read a concern from a faculty member about the pay practices for hourly faculty teaching "transfer track" courses in Petaluma. The payroll department treats these courses the same as late-start classes, and so faculty members do not get paid for a number of weeks after they have begun teaching. Karen responded that she has researched labor law

and found that the District is allowed to do this, but they are not required to. She will speak with payroll about this practice.

5. Tenure Review Deadlines. Shawn Brumbaugh asked whether AFA could review and possibly change the timeline for the completion of tenure review evaluations in [Article 30](#). He explained that the deadline is often too soon to give the team an opportunity to get thorough feedback. Julie explained that the March 15 deadline is from Ed Code.
6. Class Cuts for 2017-18. Bud Metzger asked if there is any new information about whether the District will be cutting sections (effectively firing adjuncts) to solve its budget problems. Karen explained that Doug Roberts has made several presentations about the plan to address the budget deficit, and none of them have included cutting course offerings. In addition, the fall schedule includes an increase in course offerings.

MINUTES

There being no corrections or additions, by unanimous voice vote, the Council approved a motion made and seconded to approve the minutes from the March 8, 2017 Executive Council meeting as submitted (15 in favor, 0 opposed, 0 abstentions).

(Approved minutes are posted at <http://www.afa-srjc.org/minutes.shtml> .)

PRESENTATION

1. **Review of District Equal Employment Opportunity Plan** (*Galen George & Andre LaRue, EEOAC Faculty Representatives*)
 - Andre explained the purpose of the plan and the challenges faced in its creation. He added that the plan is a significant tool in promoting our college's vision. The goal is to have it approved and in place by July 1, 2017.
 - The plan will have 14 components. There were minimal changes to Components 1-7 and significant changes to Components 8-13.
 - In Comp. 8, the language surrounding training and screening was strengthened.
 - Comp. 9 includes a notice to community organizations and the list of organizations who receive it.
 - Comp. 10 includes workforce comparative data (2012 & 2016).
 - Comp 13 includes a comprehensive list of additional measures to be taken. The Appendix C data will be reviewed and amended on an annual basis to see if the College is moving in the right direction. The State Chancellor's office is working on data collection/analysis guidelines. Those guidelines will help us have confidence in our data.
 - Questions & Comments:
 - Q: What is the required training for hiring committees?
 - A: All members of hiring committees must be trained each year.
 - Comment by Julie: The Committee had a discussion regarding the removal of local requirements for job descriptions (Comp. 13). The writing of the plan has been a good process with great representation by all constituent groups. Thank you to our faculty colleagues for their hard work and Karen Furukawa for her leadership.
 - Q: Did you look at and discuss pay equity between genders?
 - A: No.
 - Q: Regarding the complaints timeline (Comp. 6), is there adequate time for faculty members to file complaints?
 - A: We are looking at that and discussing a change to it.
 - Q: Component 8 says there needs to be an EEO monitor during the entire hiring process. Does that include the candidate interviews with the Vice Presidents and President?
 - A: We would like to move that requirement to Comp. 11 because that's where it belongs. Current Board policy says that the monitoring [during VP/President interviews] should already be taking place. Karen added that if our Board policy says monitoring should be happening, we could file a grievance (if needed) to make sure it happens.
 - Comment by Bud Metzger: It might be prudent to have a disability specialist look at the language (Comp. 14) to avoid future legal problems. I can recommend several local experts, if needed.

- Comment by Terry Ehret: I noticed several instances of "male/female" and "his/her" (rather than gender-neutral references) in the plan. Those sentences could easily be changed so that the plural can be used.
- We will go to the Board with the final plan on May 9 (for the first reading) with the second reading and adoption on June 14. Please send us any additional comments soon.

DISCUSSION ITEMS

1. AFA Fall 2017 Calendar

- Karen asked the Council for questions or comments on the draft calendar. None were expressed.

ACTION ITEMS

1. Appointment of AFA Reps to District-wide Committees for 2017-18

- Karen explained that the Council reviewed the open seats at the last meeting. She called for further nominations. The following nominations were made:
 - Budget Advisory Committee: Bud Metzger
 - Department Chair Council Liaison: Molly Matheson
 - Sabbatical Leaves: Molly Matheson
 - Professional Growth Increments: Mark Ferguson
- Karen reminded the Council that one of their duties is to serve on at least one committee, and asked for further volunteers before the next Council meeting (April 26). We will vote to appoint representatives at that meeting.

2. Appointment of AFA Standing Committee Representatives for 2017-18

- Karen reminded the Council that one of their duties is to serve on at least one committee, and asked for further volunteers before the next Council meeting (April 26). We will vote to appoint representatives at that meeting.

3. Appointment of Negotiations Team Data Analyst for 2017-18

- This item was postponed.

4. Approval of Reassigned Time Request for Fall 2017

- Karen explained that the Council reviewed this draft at the last meeting and would like to approve it today.
- A motion was made, seconded and approved by unanimous voice vote to approve the Reassigned Time Request for Fall 2017 (12 in favor, 0 opposed, 0 abstentions).

OTHER REPORTS

1. President's Report: Measure H Update

- This report was postponed.

2. Treasurer's Report: February 2017. Sean reported as follows:

- The only item of note is that the *Professional Dues: FACCC* payment was a double payment for two months (Jan. & Feb. 2017).

The meeting was adjourned at 5:04 p.m.

Minutes submitted by Carol Valencia.