

EXECUTIVE COUNCIL MEETING MINUTES

February 27, 2019

(Approved by Executive Council on March 13, 2019)

Executive Councilors present (noted by *):

*Karen Frindell Teuscher, <i>presiding</i>	Dianne Davis	*Bud Metzger	*Mike Starkey
*Filomena Avila	*Claire Drucker	*Terry Mulcaire	*Erin Sullivan
*Paulette Bell	*Robert Jackson	*Jessica Paisley	*Sarah Whyllly
*Shawn Brumbaugh	*Sean Martin	*Margaret Pennington	*Albert Yu
*Ted Crowell	*Molly Matheson	*Karen Stanley	

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

Staff members present: Carol Valencia

The meeting was called to order at 3:12 p.m. in Lark #2004, 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**. None.

Closed Session adjourned at 3:58 p.m.

OPEN SESSION

Open Session reconvened at 4:00 p.m.

MEMBER CONCERNS WITHIN AFA'S PURVIEW

1. **Review of Member Concerns**. Karen explained that the Cabinet just completed its semesterly review of the Member Concerns from prior meetings. She also reminded the Council of the purpose of member concerns and encouraged Councilors to refer members to the AFA office for answers to many of their questions.
2. **Member Concerns Review**
 - *From the 8/29/18 Minutes:*
 - The question regarding State categorical funding for adjunct pay parity was answered by Robert Jackson in the 9/12/18 Minutes.
 - Regarding how to opt out of AFA membership, any member can opt-out by sending in a written request to cancel their membership during the yearly opt-out period (the month of July). If a request is received outside the opt-out period, it will be held and processed on July 1.
 - Regarding increases in class sizes that have increased workload without additional compensation, the Senate class size task force sets the maximum sizes for each course. Faculty are encouraged to not add students beyond that maximum to keep workload manageable. AFA sent out a message to all faculty regarding this on 1/14/19 (see http://www.afa-srjc.org/Misc/adding_students_message.pdf).
 - *From the 9/26/18 Minutes:*

- Regarding a limit on full-time faculty overload amounts, AFA sent out a message on 10/10/18 to all faculty encouraging them to give up load if they are financially able to do so. The new Art. 16 “established load” allows faculty to do this without giving up future rights to that load (see http://www.afa-srjc.org/Misc/voluntary_load_relinquishment.pdf).
- Regarding a short-term hold-harmless provision for AMBP in case a faculty member’s load goes below 40 percent, we could possibly allow faculty to go below the current minimum. We would lose the state reimbursement for the program, but that amount is minimal. It’s possible that the insurance carriers would require at least 40 percent, however. We will check with Kate Jolley to find out if the 40 percent minimum is a carrier requirement.
- Regarding the suggestion that AFA oppose AB 705, we are contract members of FACCC (Faculty Association of California Community Colleges), and they publically opposed it.
- Regarding security and safety concerns, there is a new Safety Task Force that is working on the largest issues. Erin Sullivan is representing AFA on that committee.
- *From the 10/24/18 Minutes:*
 - Regarding the “No Confidence” vote for Chancellor Oakley, such a resolution was passed on 11/28/18 by AFA (see <http://www.afa-srjc.org/Misc/no-confidence-resolution.pdf>).
 - Regarding Lot C parking space size, Karen spoke with Leigh Sata. He said that the spaces are not getting smaller. Karen requested that they do not get any smaller and get bigger, if possible.
- *From the 11/14/18 Minutes:*
 - Regarding pay for campus closure make-up hours, several ideas were posed by the Cabinet. We would like to find out what other colleges have done, talk with Jane Saldana-Talley, and put it on the negotiations list (possibly creating a new disaster section of *Art. 18: Leaves*).
 - Regarding student parking in Lot B before 7 PM, AFA represents faculty interests, not student interests. We might need to look at *Art. 19: Parking* in negotiations to address other issues, however.
 - Regarding faculty professional development, Sean Martin is bringing this issue up at the Senate meeting in February. The PDC (Professional Development Committee) is a standing committee of the Senate, so perhaps they could change the make-up so it is faculty-only in order to better protect faculty interests.
- *From the 11/28/18 Minutes:*
 - Regarding air quality closure issues, Karen will pass our concerns on to the Environmental Health & Safety department.
 - Regarding campus safety, these issues are being addressed by the Safety Task Force (see above).
 - Regarding Jordan Burns’ role as Board president, he was elected by the Board and is currently on his “best behavior.” Karen will bring up with the Faculty Leadership Council concerns regarding Jordan’s protective attitude toward Dr. Chong so we can have a united faculty front.
- *From the 12/12/18 Minutes:*
 - Regarding the CalSTRS refunds question, this question was answered during the meeting. Any load over 100% is at a lower contribution rate, so extra contributions are refunded once per year.
- *From the 01/23/19 Minutes:*
 - Regarding emergency preparedness and faculty responsibilities, we don’t yet know the plan, but the Safety Task Force (see above) is discussing this topic.
 - Regarding the AMBP participation rates, this question was answered during the meeting. The negotiations team plans to address a possible change to the 2-percent deduction on the hourly salary schedules.
 - Regarding changes to the parental leave policy, the negotiations team will be working on this.
 - Regarding faculty notification of student deaths, we talked to Jane Saldana-Talley about this issue even though it really isn’t in AFA’s purview. We see two different issues here. One is the inconsistent manner of public notifications (which is in the domain of the Public Relations department). The other is the notification of faculty members (which is in the domain of the Admissions & Records department).
 - Regarding control of faculty Canvas accounts, we identified two issues. One is that department chairs are using Faculty Portals to send messages to students. We believe this can be addressed by the Information Technology department so that messages can be sent without having the ability to see the faculty member’s other messages. The other is giving control of Canvas courses

- to other instructors without their permission. We believe this is a violation of the Board’s privacy policy (Board Policies 2.13 & 4.21) and will be filing a grievance to stop this practice.
 - o Regarding emergency procedures for power outages, this will be addressed by the Safety Task Force.
 - o Regarding the Social Security Retirement option for adjunct faculty members, the negotiations team will be bringing this forward.
3. **AMBP Minimum Load Requirement.** Margaret Pennington asked for the timeline for AFA to check with Kate Jolley about the minimum load required by our insurance carriers. Karen responded that this will be asked this Friday during the negotiations session.
 4. **Additional AFA Reassigned Time.** Margaret asked about the additional reassigned time (Item #4 from the Compensation & Productivity MOU). Karen explained that currently the District gives AFA 120% reassigned time for union activities. They have now agreed to give us an additional 100% so we will have 220% reassigned time (see http://www.afa-srjc.org/Contract/MOU/mou_umbrella_compensation_and_productivity.pdf).
 5. **Thank you to AFA.** Emily Schmidt thanked AFA for their support and negotiations on behalf of adjunct faculty. She was recently able to accumulate enough sick leave for a paid medical leave during summer session.

MINUTES

There being no corrections or additions, the Council approved a motion made and seconded to approve the minutes from the February 13, 2019 Executive Council meeting as submitted (17 in favor, 0 opposed, 0 abstentions).

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

DISCUSSION ITEMS

1. **Contract Councilor Full Term Vacancy, 2019-21**
 - Karen explained that we have two candidates for this vacancy. In accordance with our Bylaws, we have two options: to appoint a candidate or send the selection out to the membership for a vote. It is a full-term vacancy.
 - A motion was made to put it out to the membership for a vote.
 - There was a discussion about the benefits of having an election in this instance, including a reminder to our members that the Council is their elected representative body. There was a clarification that our Bylaws give us discretion to look at each vacancy individually in order to make the most appropriate decision based on the circumstances.
 - A motion was made, seconded and approved by unanimous voice vote to move this to an Action Item (17 in favor, 0 opposed, 0 abstentions).
2. **Open Nominations for AFA Officers, Negotiators & Other Appointed Positions**
 - Karen explained that nominations are now open and will remain open until our next meeting on March 13. The following nominations were made:

Position	Nominee(s)
President	Karen Frindell Teuscher
VP-SR	Sean Martin
VP-Petaluma	Erin Sullivan
Sec/Treasurer	Sean Martin
CGO	Julie Thompson
Negotiators	Warren Ruud (Adj.), Robert Jackson (Adj.), Julie Thompson, Mark Ferguson
Adjunct Cabinet Rep	Robert Jackson
DTREC Co-Chair	Warren Ruud
Bay Fac Rep	Terry Mulcaire
Budget Analyst	Robert Jackson

3. **Appointment of AFA/Senate Co-Representative to the Equal Employment Opportunity Advisory Committee, 2018-19**

- Karen explained that we have one candidate for this shared position, and the Senate has agreed to our nominee.
- A motion was made, seconded and approved by unanimous voice vote to move this item to an Action Item (17 in favor, 0 opposed, 0 abstentions).

4. **Support of Campaign for Increased Minimum Wage for Student Workers**

- Karen explained that the Student Government Assembly is seeking our support in their campaign to increase the minimum wage of SRJC student workers to \$15/hour.
- Sarah Whyllly projected a draft resolution for the Council's consideration. She explained that the students also had several working conditions concerns, so those have been included in the draft.
- There was a question and discussion about the fourth "whereas" statement about an increase in "vital support roles." Sarah explained that some student workers are being asked to do things outside of their job descriptions. A suggestion was made to take out the word "increasingly."
- A comment was made about the references to "budgetary stress" in the resolution. It was suggested that those not be included in the resolution since we dispute the District's narrative that we are in a time of "budgetary stress."
- A suggestion was made to eliminate the last "whereas" statement due to its accusatory stance.
- A question was asked about the cost to the District of increasing the minimum wage. Robert estimated a yearly cost of \$500,000.
- There was a question and discussion about other college employee groups (such as STNCs) who might still make under \$15/hour. There was a question about whether Federal Work Study students would be eligible for this pay raise.
- A suggestion was made to add a new "whereas" statement that addresses the goal of fair compensation for all employee groups.
- Sarah thanked the Council for their input. She will revise the draft resolution and bring it back to the Council at our next meeting.

ACTION ITEMS

1. **Appointment of AFA Representative to the Instructional Technology Group, 2018-19**

- Karen explained that we still need someone to fill this position. It's important to have a representative to keep an eye on the activities of this committee. The representative does not have to be a Councilor. Please forward any suggested nominees.

2. **Contract Councilor Full Term Vacancy, 2019-21**

- This item was moved from an Action Item.
- A motion was made, seconded and approved by unanimous voice vote to send the candidates to the membership for a vote (17 in favor, 0 opposed, 0 abstentions).

3. **Appointment of AFA/Senate Co-Representative to the Equal Employment Opportunity Advisory Committee, 2018-19**

- This item was moved from an Action Item.
- A motion was made, seconded and approved by unanimous voice vote to appoint Claire Drucker, adjunct faculty member in the English department, as the AFA/Senate co-representative to the Equal Employment Opportunity Advisory Committee (17 in favor, 0 opposed, 0 abstentions).

OTHER REPORTS

1. **President's Report.** None.

2. **Treasurer's Report:** January 2019. Sean reported briefly on the following items:

- Our January revenue was decreased by about \$3,000 for the payments to faculty members who requested Strike Relief Fund refunds.
- We paid our annual General Liability Insurance premium this month.
- We are moving the remaining Strike Relief Fund balance (\$57,000) into our existing Strike Fund.
- Margaret asked about the number of adjunct members compared to last month. AFA staff responded that it's slightly less because it's based on the number of faculty members who got paid during the month rather than the number of members on our roster.

The meeting was adjourned at 5:01 p.m.

Minutes submitted by Carol Valencia.