

EXECUTIVE COUNCIL MEETING MINUTES

February 24, 2021

(Approved by Executive Council on March 10, 2021)

Executive Councilors present (noted by *):

*Sean Martin, <i>presiding</i>	*Claire Drucker	*Erica Lohne	*Margaret Pennington
*Ashley Arnold	*Brenda Flyswithawks	*Matthew Martin	*Karen Stanley
*Filomena Avila	*Deirdre Frontczak	Jacqueline McGhee	*Kat Valenzuela
*Paulette Bell	*Steven Kessler	*Bud Metzger	*Sarah Whyllly
*Shawn Brumbaugh	*Laura Larqué	*Jessica Paisley	

Councilors-Elect present: Dawn Urista

Negotiators/Appointed Positions present: Marc Bojanowski, Mark Ferguson, Casandra Hillman, K. Frindell Teuscher

Staff members present: Carol Valencia

The meeting was called to order at 3:02 p.m., via Zoom Conferencing.

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 3:45 p.m.

OPEN SESSION

Open Session reconvened at 4:02 p.m.

MEMBER CONCERNS WITHIN AFA'S PURVIEW

1. There were no member concerns.

MINUTES

There being no corrections or additions, the Council approved a motion made and seconded to approve the minutes from the February 10, 2021 Executive Council meeting as submitted (16 in favor, 0 opposed, 0 abstentions).

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

DISCUSSION ITEMS

1. **Replacement of AFA Department Chair Council Liaison, Spring 2021**
 - Sean explained that our current liaison has stepped down, so we need a replacement for the remainder of the semester.
 - Sean called for nominations, and Casandra Hillman was nominated. He called for further nominations. There being none, 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. **Reporting of Member Concerns in AFA Executive Council Minutes (May 2020-January 2021)**

A. General Topics being addressed in Negotiations (see Response below)**From 5/13/20**

(see http://www.afa-srjc.org/1920/Meetings/Minutes/minutes_051320.pdf)

1. Negotiations Update
2. Remote Instruction Issues (Evaluations & Compensation)
3. Fall 2020 Plans
4. Coordinated Planning for Remainder of Spring 2020

From 8/26/20

(see http://www.afa-srjc.org/2021/Meetings/Minutes/minutes_082620.pdf)

1. Compensation for Course Transition
2. District decision regarding Spring 2021

From 9/9/20

(see http://www.afa-srjc.org/2021/Meetings/Minutes/minutes_090920.pdf)

1. Creation of Spring 2021 Schedule of Classes
2. District Budget Priorities

From 1/27/21

(see http://www.afa-srjc.org/2021/Meetings/Minutes/minutes_012721.pdf)

1. Information regarding Fall 2021 Plans

Response to General Topics being addressed in Negotiations (above)

- Each of these items have been addressed in negotiations for Fall 2020 and Spring 2021. AFA's responses are reflected in the resulting Side Letter Agreements for Fall 2020 and the recently amended Side Letter Agreement for Spring 2021. They are also on the list of topics that are currently being negotiated for Fall 2021.
- To address some of the specific topics, AFA has been keen to protect faculty from negative **evaluations** due to the transition to remote instruction. We have heard from faculty the need to consider reasonable adjustments to those terms in acknowledgement of the impact of a prolonged period of remote instruction, though we remain intent on ensuring factors specifically related to the technological aspects of remote instruction not unduly impact faculty evaluations.
- AFA was able to secure **additional compensation** for the transition to remote instruction for Spring, Summer and Fall of 2020, and is also making headway on additional compensation for Spring 2021. Although the compensation for transitioning courses is not enough, it is in line with what other colleges are offering their faculty. Given additional resources provided by the Federal government, we hope improvements can be made in this area.
- Regarding a **mid-semester transition** from remote to in-person instruction and student services, as with the Fall 2020 and current semester, once the schedule is published, this represents a commitment to students and cannot be changed. So, if a department anticipates the need to transition to in-person instruction should conditions allow, they should submit a request for in-person instruction for specified courses/sections so that the option may be reflected in the published schedule when students register for classes. Classes that are listed with in-person elements may be moved to remote instruction in response to an increased risk, but the opposite, moving classes listed as remote-only to an in-person medium, cannot be done. We encourage departments and programs to submit their interest in any in-person instruction for Fall 2021, and we will advocate for the most extensive offerings possible to be approved by health officials and the district. These decisions will be made first on the basis of safety, and then on availability of facilities and other resources.
- Any faculty members who are **not able to conduct their synchronous courses** (e.g. due to blackouts or other emergencies) are able to make up the time with asynchronous instruction and do not need to file an NOA or use sick-leave.

- As was the case for this spring semester, and as it remains the case for Fall 2021, it is the District's right and responsibility to make the decision on whether the district will be open to in-person instruction, and to what degree. Once the district makes its formal announcement, it has an obligation to negotiate impacts and effects with AFA. We hope to hear something definitive regarding Fall 2021 soon. That said, though there remain numerous areas of uncertainty (e.g. the rollout and effectiveness of vaccines, the status of COVID cases and hospital capacity in the county, etc.), we've been through this a couple of times before and we are getting better at anticipating conditions and proactively developing provisions and protocols to address COVID and other emergencies that impact faculty work. We are aware of the special hardships this uncertainty imposes on department chairs who are attempting to develop schedules. Our intent is to get information to faculty as soon as possible so as to facilitate more rational planning for Fall 2021.
- We will continue to hold listening sessions and encourage faculty members to share their ideas with AFA. We are soliciting input from allied faculty and welcome input from other faculty members with particular needs. If you would like AFA to visit with a particular group, please let us know, and we'll do our best to make ourselves available at a mutually convenient time. We are also doing our best to work collaboratively with the District throughout. We ask that faculty members recognize that negotiations require agreement from both AFA and the district teams. The faculty as a whole and the district have competing interests. And the faculty themselves have diverse needs that may, in some cases, conflict. We seek in each case to meet every member's needs and will advocate strongly for faculty interests, but cannot guarantee outcomes from the negotiation process.

**B. Topics Related to Long-term Emergency Planning (see Response below)
From 8/26/20**

(see http://www.afa-srjc.org/2021/Meetings/Minutes/minutes_082620.pdf)

1. Need for Long-term Emergency Planning
2. Clarity on Campus Closures

Response to Topics Related to Long-term Emergency Planning (see above)

- AFA agrees that we need a permanent proactive approach regarding emergency planning. We're pressing for this in negotiations. We're as frustrated as the rest of the faculty by the lack of clarity on this topic. We are advocating for a contract article specifically dedicated to emergency planning. Many of the provisions in the recent Side Letter Agreements could be part of this proposed article covering disasters and other emergencies. As with the topics mentioned earlier, we welcome input from faculty members.

**C. Topics Related to District Email (see Response below)
From 9/9/20**

(see http://www.afa-srjc.org/2021/Meetings/Minutes/minutes_090920.pdf)

1. Suspension of All Staff
2. Suspension of All Staff Listserve

From 9/23/20

(see http://www.afa-srjc.org/2021/Meetings/Minutes/minutes_092320.pdf)

1. All Staff Listserve
2. All Staff Listserve Access

Response to Topics Related to District Email (see above)

- In Fall 2020, AFA submitted a demand to bargain and the district has agreed to negotiate the impacts and effects of their decision to shut down the All Staff listserve. AFA has received numerous interests from members on this topic. The district has also shared some interests on this matter, and we expect to enter into more specific dialogue in the near future. As with other topics, faculty have expressed diverse needs, and AFA is committed to forging an agreement that respects faculty members' free speech rights, workload, and other vital interests.

D. Other Miscellaneous Topics

From 8/26/20

(see http://www.afa-srjc.org/2021/Meetings/Minutes/minutes_082620.pdf)

1. Mandatory Diversity Training

- Any decision about mandated training would be made by AFA in consultation with the Senate since both have purview in such matters. The Senate voted to mandate training, but the details are still being discussed. When those discussions have finished, AFA would, among other things, advocate that any training in excess of current professional development requirements be supported with adequate resources and be fairly compensated.

From 9/23/20

(see http://www.afa-srjc.org/2021/Meetings/Minutes/minutes_092320.pdf)

1. Post-COVID Remote Allied Services

- This, too, is a subject being addressed in negotiations. AFA's view is that any decisions regarding scheduling and the format of assignments will happen at the department level to the degree possible. Each allied department has distinct needs, and so we depend on our members to communicate those needs with us as we forge ahead.

From 10/28/20

(see http://www.afa-srjc.org/2021/Meetings/Minutes/minutes_102820.pdf)

1. CalSTRS Fossil Fuel Divestment

- AFA approved and signed this resolution during Fall 2020.

From 11/25/20

(see http://www.afa-srjc.org/2021/Meetings/Minutes/minutes_112520.pdf)

1. CTE Salary Schedule

- AFA has long recognized this inequity in the salary schedule. We are starting negotiations on PGI this term, and the broader topic is also on our list of topics to be negotiated as soon as is feasible.

2. Job Announcements

- This is a topic that overlaps with AFA and Senate purview. AFA has expressed its view that Human Resources needs to understand its own purview, what it is and isn't, and refrain from interfering with faculty purview. Sean recently met with the interim VPHR and reasserted the concern. Ms. Hopkins asserted that she is committed to working with faculty and will review their practices on this matter. We ask that faculty members continue to alert us to any particular instances that may be of concern, and we will follow up on them.

3. Flagging of External Email Messages

- We alerted the VP of Finance and Administrative Services of this concern and were assured the matter is under review, but it is still happening. Sean followed-up more recently, acknowledging the need for security, but also requesting the district give this matter immediate attention due to the workload implications. We'll continue to press this issue until a satisfactory solution is reached.

From 12/09/20

(see http://www.afa-srjc.org/2021/Meetings/Minutes/minutes_120920.pdf)

1. Review of Faculty Email Messages

- SRJC Board Policy 2.13 covers privacy rights with regard to email. There is also strong privacy language in our recent Side Letter Agreements (see <http://www.afa-srjc.org/mou.shtml> and <https://go.boarddocs.com/ca/santarosa/Board.nsf/Public?open=&%25252525253Bid=polices#>).
- Sean began by reassuring members that AFA has never requested that the district look in any faculty member's email accounts. In response to this concern, AFA has investigated these

claims and determined that there is no evidence that HR reviewed faculty members' email accounts.

From 1/27/21

(see http://www.afa-srjc.org/2021/Meetings/Minutes/minutes_012721.pdf)

1. **Medical Procedures not allowed**

- SRJC contracts with SISC (Self Insured Schools of California) for its benefit plans in order to be part of a larger group and receive reduced rates for healthcare coverage. In typical conditions, the Fringe Benefits Committee is the place to bring up changes to put before SISC, but that committee has not met for some time. AFA reached out to Kate Jolley, Vice President of Finance and Administrative Services, requesting that this concern be relayed to SISC. Ms. Jolley shared AFA's alarm and has assured us that she will relay this concern to SISC.

3. **Reporting on AFA Listening Session regarding Fall 2021 Plans (Feb. 18).** Sean reported as follows:

- We had a good turnout for the session and received a lot of good guidance and feedback. We also heard some new topics that will need further exploration.
- We want to solicit more feedback from allied faculty and will do so via a survey or special listening session.
- There will be more opportunities for faculty to give feedback: at the DCC meeting, by contacting the AFA office or individual Councilmembers, or by attending the next listening session on March 11.
- Several Councilors expressed their appreciation for the session and found it to be very transparent and encouraging. The AFA Negotiators are doing good work for faculty and should be commended. It was also an opportunity for faculty to see the many diverse interests that are out there and how our negotiators must represent all of those interests.

ACTION ITEMS

1. **Election of Other AFA Appointed Positions for 2021-22 (Adjunct Cabinet Representative, Financial Analyst)**

- Adjunct Cabinet Representative: Sean explained that nominations were opened at our last meeting, and we had two nominees at that time. He called for further nominations. There being none, voting was conducted via the private chat function on Zoom with votes counted by Steven Kessler and Claire Drucker. Jessie Paisley was elected as the Adjunct Cabinet Representative for 2021-22.
- Financial Analyst: Sean explained that there were no nominees at our last meeting when nominations were opened. He called for nominations. There were none, so this position will remain vacant.

2. **Appointment of AFA Representative to the PGI Committee**

- Sean explained that nominations for this appointment have been open since January 27. He called for nominees. There were none, so this seat will remain vacant.

3. **Replacement of AFA Department Chair Council Liaison, Spring 2021**

- This item was moved from a Discussion Item.
- There being no further discussion, a motion was made, seconded and approved by unanimous voice vote to appoint Casandra Hillman as the AFA liaison to the DCC for the remainder of the Spring 2021 semester (16 in favor, 0 opposed, 0 abstentions).

OTHER REPORTS

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

2. **Treasurer's Report:** *January 2021.*

- This report was postponed due to the absence of the Secretary-Treasurer from the meeting.

The meeting was adjourned at 4:57 p.m.

Minutes submitted by Carol Valencia.