

EXECUTIVE COUNCIL MEETING MINUTES

October 14, 2020

(Approved by Executive Council on October 28, 2020)

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	

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

Staff members present: Carol Valencia

The meeting was called to order at 3:01 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 3:55 p.m.

OPEN SESSION

Open Session reconvened at 4:00 p.m.

MEMBER CONCERNS WITHIN AFA'S PURVIEW

1. Sean read aloud the SRJC Land Acknowledgment Statement supported by AFA and passed by the Board of Trustees last night.
2. A member read a statement about the upcoming Senate meetings that will discuss the Guided Pathways Workgroup recommendations. The member encouraged faculty to attend those meetings on Oct. 21 and Nov. 4 in order to join in on the discussion and provide input. Faculty members can also reach out to any of the Guided Pathways Workgroup Chairs or their Senators to provide input. The member expressed appreciation for AFA's representation and work on behalf of all faculty and looked forward to ongoing future collaboration.

MINUTES

There being no corrections or additions, the Council approved a motion made and seconded to approve the minutes from the September 23, 2020 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. AFA Draft Proposed Budget, 2020-21

- Jacqueline presented the proposed budget for consideration by the Council.
- She explained that the revenue figures are based on last year's actual revenue plus the small Rank 10 raise for 2020-21 (average of 0.31%).
- She elaborated on several expense items:
 - The *Conference & Travel* line item was budgeted at \$5,000 to account for any of the eventualities that might occur this year in paying for the Spring 2020 and Fall 2020 remote conferences, and paying costs for a possible in-person Spring 2021 conference or any extra cost-sharing that might be required for that conference.
 - The *Events* line item was decreased to \$200 since we will not have any in-person retreats or faculty events. We would like to do some outreach to the departments who are currently holding face-to-face classes this semester and in Spring 2021: Public Safety & Health Sciences.
 - The *Professional Dues: FACCC* line item is under discussion and negotiation so, in the interim, it has been labeled "TBD."
 - The *Reassigned Time* line item was increased this year due to the extra Summer 2020 negotiations work.
 - The *Professional Fees: Legal* line item was set at \$30,000 because of the many and varied issues we are facing and might face later this year.
 - The bottom line for this proposed budget (without any money allocated for FACCC Dues) is a \$36,747 revenue surplus. We believe we are presenting a conservative budget that will serve us well with the many uncertainties this year.
 - Jacqueline asked the Council for questions or discussion. There being none, a motion was made, seconded and approved by unanimous voice vote to move this item to an Action Item (18 in favor, 0 opposed, 0 abstentions).

2. Committee Report: Sabbatical Leaves

- Steven Kessler is the AFA representative on the Sabbatical Leaves committee. He reported briefly on the following items.
- The COVID pandemic is affecting leave plans for many faculty members. The Side Letter (see: http://www.afa-srjc.org/Contract/MOU/side_letter_district-emergency-action-2.pdf) allows faculty members to change their proposals or postpone their leaves, if needed. The committee is working hard to accommodate those requests.
- The first type of request the Committee is receiving is from faculty members who need to change their proposals due to the pandemic. There is currently no mechanism in place to make changes to approved proposals, so it has been a difficult process. The Committee is trying to develop a procedure so that things are standardized and tracked.
- The second type of request the Committee is receiving is for postponements of scheduled leaves. There are issues with this since the committee has already approved leaves several years into the future. With the postponements, some departments could come up against the 10 percent rule when leaves are re-scheduled. Currently, people who postpone their sabbaticals cannot "bump" people who have already had their future sabbaticals approved. Further, any postponements will impact when faculty will be eligible for their next sabbatical.
- Questions & Comments:
 - Q: Regarding load banking for Sabbatical Leaves, are there limits on banking, and can faculty use their overload for banking? A: Yes, banked load can be used to pay for an extra semester of sabbatical (see: Art. 32.07). The only load that can be banked is overload courses obtained through the Art. 16 process. A faculty member must have 88 percent banked load to receive full pay for two semesters of Sabbatical Leave, but faculty can have less than that amount banked and get prorated pay for the second semester of leave. AFA will send out its Load Banking Primer with any needed additions.
 - Comment: I think people who are having to postpone their sabbaticals should have priority for re-scheduling over people who were approved for future leaves. A: There are several solutions that would allow everyone to continue to have their sabbaticals. One is that the department is allowed to set aside the 10 percent rule (with dean approval). Also, since there is currently no definition of "department," we could argue that the 10 percent rule should be applied to the FTEF for a group, which might allow more people to have leaves at the same time.

- Comment: Another option for those who want to postpone and re-schedule their leave is to look at the calendar of future approved leaves to find a semester where there would not be any conflicts with other faculty on leave.

3. **AFA Committee Representative Guidelines**

- This document was prepared by Jessy Paisley and Stanley to assist faculty who are appointed to serve on committees as AFA representatives. The document was projected for the Council and guests.
- Sean explained that AFA expects its appointed reps to report back to the Council on any issues that are in its purview, and the document includes a list of those potential issues. AFA is asking reps to either speak up at their committee meetings when issues arise or identify any potential issues for Council follow-up.

4. **Negotiations Update: K. Frindell Teuscher, AFA Chief Negotiator**

- K. explained that a written negotiations update was sent out to faculty yesterday. She is also planning to hold a negotiations listening session later this semester.
- *Regarding Salary & Benefits:* Faculty salary is formula-based (see Art. 26). The Rank 10 raise this year was an average of 0.31% because other districts also didn't get raises. This is an automatic safety valve that prevents SRJC faculty salaries from getting out of line with the rest of the state. There was no change to benefits for 2020-21.
- *Regarding the Spring 21 Side Letter:* We are currently working on this and hope to have a signed agreement soon. We want to maintain as many of the fall provisions as possible as well as add a few new ones that have arisen.
- *Current (Fall 2020) Side Letter Provisions:*
 - Faculty can choose synchronous or asynchronous instruction (academic freedom).
 - Faculty do not have to come to campus but are allowed to, if needed, to perform instruction.
 - Leaves, banking and balancing are allowed to be used.
 - Contract faculty can have "special assignments" approved in lieu of teaching.
 - The evaluation process was modified.
 - Adjunct medical benefits can be preserved for those who are already in the program.
 - Some in-person instruction is allowed, and there is a process for approving these courses.
 - Extra compensation and professional development was offered in recognition of the extra workload of transitioning courses to remove instruction.
- *Other Agreements:* Several special assignments, removal of "pilot" on extended lecture program, x-factor agreements, increase to retiree medical stipend, electronic security systems, variable/exchange time clarification, and changes to the Academic Calendar approval process.
- *Future goals:* Definition of a 'department,' college service plans for new contract faculty, special assignment processes, changes to PGI (standardization, streamlining, transparency), and a new 'disaster' article.
- *Questions:*
 - Q: Can you explain the synchronous/asynchronous choice for faculty? A: Faculty members first choose the type of instruction they want, and then it is put into the schedule of classes correctly to reflect that choice. The "notes" in the schedule of classes is part of this process, and we will be talking about that in negotiations due to some current issues with the schedule notes.
 - Q: Regarding PGI, can we add more steps/columns to the PGI schedule? A: Yes, we will look at that.
 - Q: Can you send out this PowerPoint presentation to the Council for use in our discussions with faculty? A: Yes. The written negotiations update that went out yesterday has most of this information, also (see: <http://www.afa-srjc.org/Misc/Fall%202020%20Negotiations%20Update.pdf>).
 - Q: In the agreement regarding exchange time, can faculty use that time for leaves? A: The agreement is very narrow and has to do with faculty with exchange time having control over how that exchange time is applied. Let me know if there are other provisions regarding exchange time that you want us to address in negotiations.

ACTION ITEMS

1. **AFA Draft Proposed Budget, 2020-21**

- 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 approve the AFA Draft Proposed Budget for 2020-21 (18 in favor, 0 opposed, 0 abstentions).

OTHER REPORTS

1. **President's Report.** Sean reported briefly on the following items:

- He would like to inform faculty about the North Bay Jobs with Justice Awards Celebration that will be held this Friday evening (Oct. 16). An invitation was sent out to all faculty regarding this. Please consider joining this event. It's a great organization that is doing wonderful things. The event will feature a very good keynote speaker in Lorena Gonzalez. She is instrumental in working toward the use of labor unions to accomplish equity in California and around the nation. The invitation will go out again in the next day or so in case you missed the earlier one.

The meeting was adjourned at 5:00 p.m.

Minutes submitted by Carol Valencia.