

ALL FACULTY SANTA ROSA JUNIOR COLLEGE ASSOCIATION

EXECUTIVE COUNCIL MEETING MINUTES

March 26, 2025

(Approved by the Executive Council on April 9, 2025)

Executive Councilors present (noted by *):

* Anne Donegan, <i>presiding</i>	* Steven Kessler	* Siobhan McGregor-Gordon	* Carlos Valencia
* Ashley Arnold	* Jan Kmetko	* Venona Orr	Michelle van Aalst
* Marc Bojanowski	* Dawn Lukas	* Jessie Paisley	* Sarah Whyllly
* Jessica Bush	* Sean Martin	* Ivan Tircuit	* Patsy Young
	* Tony Martin	* Emily Schmidt	* <i>associate vacancy</i>

Negotiators/Appointed Positions present: K. Frindell Teuscher, Mark Ferguson

Staff members present: Stephanie Simons

The meeting was called to order at 3:00 p.m. in Bertolini 4875, on the Santa Rosa campus and via Zoom conferencing.

CLOSED SESSION REPORTS

1. **Conciliation/Grievance Report**. This report and discussion were conducted in Closed Session.
2. **Negotiations 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 3:59 p.m.

OPEN SESSION

Open Session reconvened at 4:01 p.m.

MEMBER CONCERNS

1. **Expression of thanks to AFA**. A newer member of the Executive Council offered thanks to AFA for the work the organization does for all faculty. The Councilor remarked that it took joining the Executive Council to see how much AFA does on behalf of its members. The Councilor hoped the new Communications Director will bring the stories of AFA to the membership, so that others will see the benefits the Councilor has seen since joining the Executive Council.
2. **A model providing professional development to associate faculty**. A Councilor presented an option for providing associate faculty equitable opportunities for professional development. It was explained that a small amount of the existing professional development budget could be set aside for associate faculty. That small amount, scaled based on load, would provide all associates a basic minimum of professional development annually. The member explained this model would be especially helpful to those who have professional expertise in a field that is being translated to teaching.
3. **Update regarding policymaking related to Distance Education**. A Councilor reported there have been changes to state regulations regarding administrative policies related to Distance Education. The District has both board and administrative policies addressing Distance Education. The current board policy commits to providing online students with the same resources provided to in-person students. Some members of the Educational Planning and Coordination Committee made a recommendation to eliminate the board policy, and retain only on an administrative policy regarding Distance Education, while others argued for continuing policies in both categories. The VPAA is reported to have said the two opinions would be presented equally to the Board of Trustees.
4. **Working conditions using technology in the classroom**. A Councilor reported they prepared a lesson plan containing an embedded YouTube link to a video about Mahatma Ghandi. The instructor has successfully used the video content in the past. During the lesson, the instructor found the link was blocked due to an age-restricted content blocker. Instruction was delayed for 20 minutes while the instructor found a way around the age-restricted content blocker. The Councilor asked AFA to

investigate the origin of the content-blocker, as a blocker placed by the District could be an infringement of Article 9.

5. Support for faculty teaching CDCP courses. A Councilor requested that as many faculty as possible attend the next board meeting to show support for faculty members teaching CDCP courses. The EMLS department chair and others plan to speak regarding the CDCP workload study completed a few years ago, which has yet to be addressed. Faculty teaching CDCP courses earn 70% of the pay that faculty that teach credit lecture courses earn, while CDCP courses provide more apportionment than credit courses.

MINUTES

A motion was made and seconded to approve the minutes from the March 12, 2025 Executive Council meetings (16 in favor, 0 opposed, 0 abstentions). (Approved minutes are posted at <http://www.afa-srjc.org/minutes.shtml>).

MAIN REPORTS

1. President's Report.

- Elections results. Anne announced Matthew Martin was elected to serve as the Communications Director through spring 2026.

DISCUSSION ITEMS

1. Contract Councilor Vacancies: Fa25-Sp27 & Fa25 Leave-replacement

Anne explained that the Fa25 leave-replacement vacancy was originally run in February. The winner of that election, Johannes van Gorp, later ran for and won the Fa25-Sp27 vacancy. The overlap of terms required the Fa25 leave-replacement election to be run again. The call for the re-run of the Fa25 leave-replacement was slated to run from March 25 through April 8.

2. Policy Development: AFA Standing Committees

Anne reminded the Executive Council that during the discussion on 3/12/25, the Cabinet was asked to rename the staff meeting so that it better fit with other standing committees.

- Suggested titles brought by the Cabinet:
 - Grievance and Issue Referral Committee (GIRC)
 - Assessment, Strategy, and Planning Committee (ASPC)
 - Intake and Planning Committee (IPC)
- Questions & Comments
 - Q: Does any one of the three titles describe more than 50% of what the group will be doing?
 - ⇒ A: Yes, GIRC refers to about 90% of what the committee addresses. Committee members collect and bring to the meeting all grievances, AFA business items, and other concerns. The committee members then review and redistribute those items to their proper sub-committee. The other titles also describe what the meeting addresses, but to a lesser extent.
 - C: A Councilor commented that they would prefer the policy note the frequency with which the Associate Interests Committee (AIC) is required to meet, such as "generally meets once per month or as needed."
 - ⇒ A: There was no past-practice of regulating the frequency of meetings. The goal for this, and other sub-committees of AFA, is to encourage strong ties with the Executive Council, the main body of AFA. It is expected that the frequency with which any sub-committee meets, will be determined by the Executive Council, and made relative to the project assigned to the committee. This practice parallels how the Negotiations Team is directed by the Executive Council.
 - C: It was commented that the current language does not prohibit the number of AIC meetings that can be held.
 - C: An argument was made in favor of setting a frequency because the relationship between the Negotiations Team and the Executive Council appears to be more of a continuous conversation versus the one directional assignments given to the AIC. The Negotiations Team continuously works with the Executive Council, whereas the AIC works at the discretion of the Executive Council.
 - C: The former AIC Chair reported that prior to their term, the AIC had not met for many years. Former members of the committee reported the AIC was directed to look at certain things and meet once a semester, as able, to discuss issues. The AIC worked closely with the Executive Council, under the Cabinet's direction, examining, for example, ways to improve Article 16 for

associate faculty. The AIC was never given specific tasks, but were encouraged to explore issues with the associate constituency. The former AIC Chair stated the relationship was definitely a conversation.

- C: The former Associate Cabinet Representative echoed the comments made by the former AIC Chair. During their term, the frequency of meetings of the AIC was changed to "as needed" because associate Councilors were not compensated for attending AIC meetings. It was done to avoid the feeling of obligation to work without pay. The liberty of choosing the frequency was meant to be positive, allowing committee members to self-determine their needs.
- C: A comment was made that associate Councilors feel that the current experience they are living demands regular meetings to discuss associate-only concerns.
- D: Several comments were made in favor of GIRC because it was the most accurate description of the charge of the committee.
- There was a motion to move to this item to an action item.

3. Policy Development: Past President Position

Anne explained that the Past President Position is part of the Duties of Appointed Positions Policy. Some changes were made to the language in the bigger policy, including removal of redundant language via use of an introductory paragraph. The purpose of the position is to provide assistance to an incoming President and provide continuity of institutional memory.

- The reassigned time for the position is 20%.
- The duties of the position are:
 - Attend Executive Council meetings and retreats
 - Make reports as requested by the President
 - Attend Cabinet meetings
 - Serve on a District-wide committee
 - Adhere to the Confidentiality Policy
 - Perform additional duties as directed by the AFA President
- All candidates must have been AFA President
- The term is one to two years, as determined by the Cabinet
- Anne opened the discussion of the position.
- It was suggested that "advises" be added to the list of duties
- It was requested that "makes reports" be removed from the list of duties
- This item was moved to an action item.

4. Community of Understanding: Best practices for running meetings

Anne explained there have been several concerns with keeping orderly discussions within the meetings. It was requested that a process be developed to support hearing more voices in the discussion. A document from FACCC was provided as a starting point for formulating a process that best suits AFA. Anne opened the item to discussion.

- A suggestion was made to seek resources from DRD regarding concerns on how to best run a meeting with different neurotypes and personalities
- A plea for brevity was made, requesting the document have a maximum of five bullet points, so it could also be included at the top of an agenda.
- There were several requests that the rules not overregulate the discussion.
- Support was given to limiting a person's response to once per item until all others who wish to, have spoken once.
- This item was tabled until April 9.

ACTION ITEMS

1. Policy Development: AFA Standing Committees

- This item was moved from a Discussion Item.
- A motion made and seconded to change the AIC meeting frequency to "generally meets once per month, or as needed," to rename the staff meeting to GIRC, and change to policy name to *AFA Committees*.
- It was noted that there were many cascading problems to including a frequency for AIC meetings. For example, if "as needed" was interpreted as "every day," it would ask too much of associate Councilors. If and when compensation were to be offered for attending AIC meetings, there would be a financial obligation to research before determining the frequency with which the AIC could meet. This would need to be addressed on many levels.

- The motion was approved (unanimous consent).

2. Policy Development: Past President Position

- This item was moved from a Discussion Item.
- A motion was made to approve the policy with the revisions noted during the discussion. No second was made.
- A call was made for further discussion.
- There was a discussion regarding the term length of the position
 - How would the variable length be determined?
 - ⇒A: The Cabinet would conduct a review of the need for the position to continue
 - Arguments in favor of a longer term
 - Importance of institutional memory
 - Strong advocate in District-wide committees
 - Arguments in favor of a shorter term
 - To not overshadow the current President
 - Provide more opportunities for the Executive Council to determine the need for the position
 - Provide more opportunities for other past Presidents to fill the role
 - Arguments in favor of a full year term
 - Avoid a possible reduction of load in the Past President's regular work
- Anne explained that the best way AFA represents the members is to have strong voices in as many meetings as possible. Presidents of the union know the issues, are very forthcoming in calling for timeouts, and in general continue to be a strong voice for union concerns when in District-wide committee meetings. To have a past AFA president in committees is a huge advantage to AFA and its members.
- It was noted the two past Presidents currently provide their expertise and knowledge in an *ad hoc* manner, and without compensation for their time.
- Additional concerns raised:
 - Attendance at Executive Council – are they members of the Council?
 - ⇒A: Not members of the Executive Council, but invited guests
 - Attendance at Cabinet meetings – are they members of the Cabinet?
 - ⇒A: Not members of the Cabinet, but invited guests
 - Addressing conflicts between the current and past Presidents
 - ⇒A: The current President ultimately determines the resolution of any conflicts, if the Cabinet cannot determine a resolution.
 - Reinstatement of the position after the term limit
 - ⇒A: The Cabinet can recommend the position continue beyond the term limit, but the process would be to rerun the call and hold an election.
- A motion was made, seconded, and approved to approve the policy, revising the language to “advising” the Cabinet and the President, and changing the term to 1-2 semesters (unanimous consent).

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

Minutes submitted by Stephanie Simons.