Executive Council Members Present (noted by *):

* John Daly, presiding
* Courtenay Anderson
  Denny Bozman-Moss
* Craig Butcher
* Jim Elrod
  Don Fischer
* Kris Futrell
* Ann Herbst

* Jim Kelly
* Janet McCulloch
* Mark Nelson
  Lloyd Onyett
* Andrea Proehl
* Greg Sheldon
* Deborah Sweitzer

Also present: Dan Munton, Judith Bernstein.

The meeting was called to order at 4:14 p.m.

MINUTES

The Minutes from the December 13, 1995 meeting were unanimously approved as written. The Council unanimously approved the Agenda.

MEMBER CONCERNS

1. Article 16. Dan Munton, Chairman of the Math Department’s Hourly Assignments Committee presented concerns from his Committee regarding the contract language in Article 16, the Article 16 Letter of Understanding, and departmental procedures requirements. Dan requested that AFA issue a formal response to his concerns. John noted that February 5 is the deadline for bringing departmental procedures into compliance. John offered AFA’s assistance and referred Dan to AFA’s Hourly Assignments Committee for specific recommendations.

2. Reader Money. Kris reported that she had attended a recent Writing Across the Curriculum Forum as an AFA representative. One of the key concerns expressed during the meeting was the lack of reader money. Kris reported that PDA and the Academic Senate will be following up on this issue.

3. Budget Restoration. John reported that there are concerns regarding the $1.1 million funding which is to be assigned and restored to different areas. The Council recommended that AFA follow up on the budget restoration process.

4. Tenure Review Process. Deborah reported on two concerns from the District Tenure Review and Evaluations Committee which will need to be addressed by the development of new contract language: 1) establishing rules regarding confidentiality and 2) establishing procedures for changing personnel on a Tenure Review Committee.
5. Communications Studies Evaluations Procedures. John reported on an ongoing dialogue between AFA and the Communications Studies Department regarding clarification of adjunct participation in the evaluation process and evaluation team composition. It was noted that each evaluation team must have a minimum of one full-time faculty member participating. Kris and John will follow up with a memo to the Department Chair.

**ACTION ITEMS**

1. 1995-96 Tentative Agreement and Timeline. John reported that the tentative agreement reached by the District and AFA was considered by the SRJC Board of Trustees at their January 9, 1996 meeting and was rejected. The Negotiating Team will be meeting with John Roberts on Friday, January 12 to continue with negotiations. The Council moved into closed session for the remainder of this item.

2. Revisions to Constitution and Bylaws. The Council reviewed and discussed each of the proposed changes to the Bylaws and Constitution developed by the Constitution Committee and noted that changes to the Constitution require approval by a majority of the membership. Following discussion, the Council voted (10 in favor, 2 opposed) to recommend that the general membership approve the changes to the Constitution and the Bylaws. The Council also agreed to schedule an open forum on February 28 to allow faculty to voice their concerns regarding priorities for negotiating the 1996-99 contract.

3. Professional Liability Insurance. The Council reviewed options for procuring group professional liability insurance coverage for teachers, librarians and counselors. The Council discussed the high cost of procuring coverage for counselors. John and Greg will check with fellow counselors regarding professional associations which might offer group coverage for counselors at lower premiums than our current research indicates. Craig will also research other vendors. The Council agreed unanimously to 1) pursue procurement of group professional liability insurance and 2) to form a subcommittee (composed of Courtenay, Kris, Janet and John) to develop a specific proposal to bring to the January 24 meeting of the Council.

4. Dues Increase. The Council discussed the need to increase dues in order to cover the cost of group professional liability insurance and increased reassigned time. In conjunction with Action Item #3, the Council agreed unanimously to raise dues and to form a subcommittee (composed of Courtenay, Kris, Janet and John) to develop a specific proposal for presentation at the Council meeting to be held on January 24.

**ANNOUNCEMENTS/REPORTS**

1. President's Report. John’s announcements were covered under Member Concerns and Action Item #1.

2. Negotiations Report. The status of negotiations was covered under Action Item #1.
3. Committee Reports.

- District Tenure Review and Evaluations Committee. Deborah reported that there is a need for AFA to address tenure review and evaluations issues in upcoming 1996-99 contract negotiations. Kris’s suggestion to devote one page of the Spring ‘96 contract survey to evaluations will be discussed and a list of questions will be developed at the next DTREC meeting on January 23.

- Hourly Assignments Committee. Janet reported that this committee met twice over the winter break to review departmental hourly assignment procedures submittals. The Committee found that whereas many departments needed only minor language changes in order to be in compliance, others needed major revisions. The Committee forwarded their comments to Ed Buckley, who has already returned the documents to their respective departments with comments, sample procedures and a reminder to resubmit by February 5.

4. Conciliation/Grievance Report. There was no report this meeting.

DISCUSSION ITEMS

1. Sunshine List. Deborah presented a draft list of contract issues which could form the basis for a generic sunshine list. The Council briefly reviewed and discussed each article requiring discussion and agreed to present a generic sunshine list to the SRJC Board of Trustees at their meeting on February 13. John reminded Council members that a draft version of the Spring ‘96 contract survey is due to be presented at the January 24 meeting. It was also noted that the February 28 open forum would allow faculty members another opportunity to voice their priorities for 1996-99 negotiations. It was noted that other issues of concern which evolve from the February 28 open forum could be sunshined later on.

The meeting was adjourned at 6:11 p.m.

Minutes submitted by Judith Bernstein.