

Citrus College Adjunct Faculty Federation, AFT-6352
Executive Board Meeting Minutes
of June 13, 2013

Bill Zeman called the meeting to order at 4:09 PM.

ATTENDEES

Present at this meeting were: Bill Zeman, Anne Battle, Mark Wessel, Linda Chan, Cecil Brower, Monica Lee

AGENDA APPROVAL

Mark moved and Anne seconded that the agenda be adopted with three additions: 1) Approval of a salary increase for the new consolidated position of Secretary/Treasurer 2) Switch the Post Office Box Address from Claremont to Glendora. 3) Consideration of a training salary for Monica's time preparing Mark as her replacement. The additions were approved with unanimous consent.

APPROVAL OF MINUTES

Mark moved and Linda seconded approval of the last Executive Board Meeting minutes. The movement was approved by general consent. Linda requested submission of minutes via e-mail in advance of meetings which Mark agreed to.

DIVISION REPRESENTATIVE REPORTS

Cecil Brower wasn't able to attend the Board of Trustees Meeting of May 21, but consulted with colleagues who had and gathered information about what transpired. 1) Mariana Vega, the new student trustee was introduced. 2) Carol Horton gave an overview of the General Obligation Bonds sold in the amount of \$13,130,000. The actual cost of the Bonds was less than anticipated resulting in a savings to the District and taxpayers. 3) All Consent Items were approved by the four present Trustees. 4) The "Close-Out Session" resulted in the suspension of a student being upheld. 5) The meeting was adjourned at 5:00 PM. 6) Linda, (who attended the meeting), added that when a Board Policy vote was taken on nepotism, Dr. Ortell took a contrary position. There was no Human Resources Advisory Commission meeting to report until the topic of Ethics is resumed in the fall. 7) Revised Board Policies will be addressed concerning Board appointments to vacant positions and restrictions of public comments to related action items. A Board Technology Use and Support policy was already in place. Work orders for trustees must be submitted for approval.

REPRESENTATION OFFICER and COPE REPORT:

Linda Chan reported on an issue that an emergency Academic Senate meeting was held to address an issue concerning students who repeat a course three times. A request for a change in policy concerning the ability of approving signatures, that would have given Deans the approval over course instructor approval. Linda stated her preference and gave reasons, one being that "three-peaters" take away from time that would otherwise be dedicated to students who would be taking a course for the first time - for why the policy should remain as is. The student argument is that the Dean would have a bigger picture. The language was changed to include "designee" to accommodate student needs when instructors were no longer on campus.

2) At CTA State Council: Contentious issues surrounding higher education. There are only two

higher-ed faculty members as chairs of sub-committees. Linda was elected to one of these sub-committees and sees it hugely important that more representation from higher Education is needed for proper representation within CTA. Linda is still pushing for Part-timer career path. The Governor's Revise for changes to Census reporting shifting it to end of semester reporting was taken off the table. 3) Linda will be attending the NEARA in July. 4) Lisa Villa is the new Academic Senate President. She's in Counseling.

SECRETARY /TREASURER AND COMMUNICATIONS REPORT

Mark Wessel reported that there is \$55,198.46 in the General Fund, and \$13,464.54 in the COPE Fund. This breaks down to: \$30.70 per member. There were 248 members. The newsletter went out on schedule and Mark thanked board members who contributed articles. Monica said the Accountant's Report is ready and that a copy is being given to Bill and that 50 copies are being made for distribution to members through Human Resources. 30 will go to Human Resources and 20 will be kept in the CCAFF office. Training continues.

VICE PRESIDENT'S REPORT

Eric Rabitoy provided Anne with a copy of last year's Welcome Back schedule, but changes are still being made. Anne is hopeful that she'll be able to negotiate a schedule that will accommodate union issues better than during past events. The time frame is for a Flex day on the 23rd of August. The proposal is for the event to be held on Wednesday, August 21. A firm commitment to address the membership on retirement issues is being sought from Sharon Hendricks. Joe Hooper's participation will also be requested. Specifics will be worked out during the Executive Board Retreat.

CFT FIELD REP REPORT

Karen Curtis was not present.

PRESIDENT'S REPORT

1) Patty Lawrence reported to Linda and Bill that the Dean in her department, Sam Lee has been coming up short on FTES's and has been trying to make up for this by asking part-time instructors to take on more students than allowed by classroom caps. It's partly a pedagogy issue and partly a workload issue. The loads for each class are listed in curricinet and on Wingspan. Instructors in this department have been reluctant to object for fear of losing their assignments. It was suggested that stronger language on this subject needs to be added to our contract. Bill will be commenting on this issue before the Board. E-mail evidence of these communications between the Dean and these instructors is needed. 2) Called sign maker about "Fire Ed Ortell" campaign, but has not received a call back. 3) Issues surrounding the signing of the new contract came up that raised concerns about current District protocols that need to be reexamined.

DISCUSSION / ACTION ITEMS

- 1) Buy and plant signs in Duarte against Ortell: It was determined that CCAFF would not participate in overtly negative ways - like signs.
- 2) Plan agenda for Retreat: a) Plan Welcome Back b) Have dinner with Linda's guest Dorothy Reina, adjunct professor and state Council Rep. in the Riverside area, won part-time award for teacher of the year for CCA, Community College Association. c) ByLaw changes: Election rules, Secretary Treasurer definition and pay. d) Goal setting. 5) Set up account with Duplicating services. f) Review of accomplishments. g) Anne will be attending CFT summer school and will be presenting possibilities from her experience .h) Increase collaboration with CTA colleagues.
- 3) Salary for Secretary-Treasurer Position: Monica explained that the work being assumed by Mark in this new position would double and that compensation needed to reflect this increase. Linda moved that the position pay \$4,000.00 per year. It was seconded by Anne. The vote was to approve. The ByLaws will be changed during the Retreat to reflect this change.
- 4) Treasurer training funding: It was suggested that the Negotiations rate of \$50 / hr. be used as the training rate. It was moved by Anne and seconded by Linda that a cap of six hours of training pay at the above rate. The vote was to approve.

Bill adjourned the meeting at 5:30PM