

Citrus College Adjunct Faculty Federation, AFT-6352
Executive Board Meeting
Minutes of April 19, 2012

CALL TO ORDER

Anne Battle called the meeting to order at 4:46.

ATTENDEES

Present at this meeting were: Anne Battle, Cecil Brower, Mark Wessel, Bianca Lee, Monica Lee, Linda Chan, Bernie Lau, Melissa Ysais. Bill Zeman arrived at 5:00. KC Curtis arrived at 5:30. Eva Mendez arrived after 6:00.

AGENDA APPROVAL

Linda moved and Mark seconded that the agenda be adopted. The agenda was approved by unanimous consent.

APPROVAL OF MINUTES

Mark moved and Linda seconded approval of the March 8, 2012 Executive Board Meeting minutes. The movement was approved by general consent.

DIVISION REPRESENTATIVE REPORTS

Cecil Brower

CSIS Division Meeting is scheduled for the 27th of this month. **Board of Trustees Meetings of March 20 and April 3:** 1) Bill gave a presentation that was very good. It was well accepted by the Board. The content was a semi-annual update on adjunct faculty. He discussed the pending cuts and thanked the District for approving contract language that spells out a process for adjunct rehire. He thanked Eric Rabitoy and his staff for Spring Orientation 2) Unable to attend April 3 meeting but obtained information: a) All part-time classified employees are being laid off. b) Shirley Porch is retiring at the end of this year. c) Discussed the 2% salary increase agreed to with the full-timer's union. d) Cecil provided paperwork regarding Resolution #2011-12-009, which describes the abolishment of a number of classified personnel positions, (23) in all, from various college departments. Reasons given were due to a lack of work and/or funds. Included in this resolution was a suspension of the Child Development Center on June 15, 2012. Eleven positions will be lost.

Bianca Lee

No Report

Bernie Lau

Discussion of Textbooks: Need to communicate with secretary when textbooks were requisitioned from the bookstore. There was a discussion of textbook approval and the potential problems of instructors assigning their own textbooks. In Sociology the process has been that the texts used be pre-approved and included in the course outline. This information is on "curricunet".

REPRESENTATION OFFICER'S REPORT

Linda Chan reported the following:

Political Committee Report: 1) Bill, Monica and Linda attended the CFT Convention, each one attending different workshops. Linda attended the Student Task Force workshop, (which is no longer). It's now all about implementation of recommendations. There is a great deal of legislation. Bills being watched carefully are: SB1062, (Vice-Chancellor appointment), SB1456, (Student declaration of study program for fee waiver qualification), and AB1741, (Student Success Infrastructure). 2) Legal Update Workshop: There was explanation of legal obligations for Political Action and COPE Fund use. 3) The CFT part time committee workshop: SB114 has died which advocated correct reporting of wages to STRS, which is not currently being done, especially for employees working in multiple districts. 4) AB1826, limiting full-time overload to 50% is popular with all but a couple colleges and Rehire Rights is still an issue that is moving forward. (Linda provided a full list of bills in legislation. The attachment is on file in CCAFF secretarial records.) 5) **The Citrus College Steering Committee** will be taking action at the next meeting (April 23, 2012) on the following board policies: BP4020 Program, Curriculum and Course Development has been changed to reflect the legal requirement to define credit and clock hours. They will be discussing AP4020, Instructional Programs and Curriculum and how the BP5020 will be implemented. AP4102, Career Technical Programs are to be changed to meet state mandate (all SSTF recommendations) and the gainful employment requirement. AP4105, Distance Education and Authentication of students. AP4225, Course Repetition is to be changed to meet state mandate. AP 4260, Prerequisites, Co-requisites and Advisories which now may now be established based on content review. AP5055, Enrollment Priorities to be more in line with state requirements and review of the mission college statement that is more in line with the overall community college student. One of the issues is identifying the student population that will use the college. The proposed 2013-14 academic calendar is under consideration. (The full report is on file in CCAFF secretarial records.) 6) **Academic Senate:** Linda attended the meeting of April 11. Highlights included: a) nominees for senate offices and senate positions. b) approval of the new SLO format for assessment. c) Calendar Committee survey questions. (A full report is on file in CCAFF secretarial records.)

TREASURER'S REPORT

Monica reported that:

1) There is a balance in the general fund of: \$46,303.51. The COPE account is: \$4,734.17
2) The most recent paycheck didn't make an accurate deduction of union dues. The correction will take place on the next paycheck. Members will be informed of the error in advance of the payroll period by both the District and CCAFF.

SECRETARY AND COMMUNICATIONS REPORT

Mark reported that: 1) Files from Division Representatives are now in the office, as well as blank forms for reports by Reps. Additionally, applications for these positions are also in the office. A binder on Bargaining Strategies is now in the office as well. 2) The website is up to date. 3) Mark will be working with Linda to set up a legislative link on the website.

FIELD REP REPORT

Karen Curtis, aka KC, introduced herself. She answers to our president, which means conversat-

ions with other members are not withheld from the president. Policy cannot be adverse to your contract and you have the right to negotiate the effect of any policy they institute. She is here to assist us in any way possible where the state organization is concerned. She is always available to answer questions. (818)843-8226 or mobile: (310)779-2853. We are her only strictly adjunct union and therefore expects a slight learning curve. She has lengthy experience with the union and has a broad set of skills that can be utilized as requested.

VICE PRESIDENT'S REPORT

Anne reported that Payroll still lists union deductions as AFU instead of CCAFF. She's still working on it and that Faith, in Payroll assured her that it would be done. 2) She's also reminded Payroll that updates on adjuncts are needed. 3) She met with Dr. Sammis and learned that 150 class sections will be eliminated from the course offerings for the fall. 4) We've lost sixty adjuncts since fall but added appx.. sixty back in during spring, for whom we have little information. The goal is for maintenance of month to month updates.

PRESIDENT'S REPORT

1) Trustee Meeting presentation as described by Cecil as well as the compromise merger of the tax initiative for the California ballot by the governor and CFT was reported and asked for support by the Board. 2) Bill met with Dr. Sammis. Less than 100 adjuncts will be lost in the fall. The cuts don't seem to be as Draconian as has been feared. 3) Another incidence of disciplining an instructor on the word of a student complaint has transpired, in which the Dean of the department sided with the students without fair investigation. The instructor approached Bill and Linda for assistance in this matter. The instructor's complaint has been resolved. The grievance process has come into question and needs better definition. A copy of the dispute policy needs to be provided to the union. Bill will be following up on this. Copies of Weingarten Rights need to be provided to all members for the sake of ensuring fair dealings on the part of the District during occasions of dispute.

DISCUSSION / ACTION ITEMS

- 1) Signature Gathering Initiative: No longer relevant.
- 2) Organize Newsletter: Assignments were discussed.
- 3) Approve Delegate to AFT Annual Convention: Mark moved and Linda seconded that a delegate be approved to attend the Detroit conference for no more than \$1000.00. Linda or Monica may be the delegates.
- 4) Discuss opening Negotiations Early: Tabled
- 5) Discuss Union Summer School:
- 6) Determine dates for Summer Retreat: July 13 - 15 at Bill's cabin in Crestline.

CLOSED SESSION began at 6:20. Bernie, Cecil and Bianca were excused.

The session ended at 7:10.

Results of closed session were in the confirmation of Melissa Ysais for Representative of the Communications Committee.

Next meeting will be May 10 at 4:30.

Bill adjourned the meeting at 7:15

