

Citrus College Adjunct Faculty Federation, AFT-6352
Executive Board Meeting
Minutes of December 15, 2010

CALL TO ORDER

1. Jeff Gordon called the meeting to order at 4:35
- 2.
3. ATTENDEES
- 4.
5. Present at this meeting were: Jeff Gordon, Mark Wessel, Bill Zeman, Adrian Soldatenko, Cecil
6. Brower, Daniel Holm and Monica Lee. Anne Battle arrived a bit late. Peter Nguyen was present
7. via conference call.
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9. AGENDA SETTING
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11. Mark moved and Monica seconded that the agenda be accepted as submitted with the addition of
12. Constitutional review added to Discussion Items.
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14. APPROVAL OF MINUTES
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16. Jeff moved and Mark seconded approval of the November 17, 2010 Executive Board Meeting
17. minutes with one minor change. The minutes were approved by general consent.
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20. DIVISION REP REPORTS
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22. **Cecil Brower**
23. Nov. 19 meeting: 1) The CSIS fall lab schedule load was given to those in attendance. Addi-
24. tional software was requested from different units. Agenda Item #10 was about faculty new hire
25. searches and what stage of the process they were at. Next division meeting is in Feb.2011 and
26. Flex will be Feb. 22. 2) The big discussion was about tech services not responding to faculty
27. needs due to tech work load. There is still trouble getting the lab open at 7:30 AM. Student
28. complaints are coming in. CSIS would like to know if any other divisions are having problems
29. with tech service requests. 3) Load requests were submitted for 2011. 4) Cecil also attended the
30. Board of Trustees Meeting. He reported that \$461,000 found in budget as reported at Board of
31. Trustees Meeting. Another information request may need to be filed to address rainy day use of
32. the College Reserve.
33. **Daniel Holm**
34. 1) An emergency meeting was held to discuss who was responsible for tasks left undone by
35. secretary's illness. The Director and secretary were both absent from the Division.
36. **Adrian Soldatenko**
37. Adrian accepted the task of determining the process for making submissions to both the student
38. newspaper and the District's e-mail newsletter. 1) The "Clarion" student newspaper was con-
39. tacted with difficulty. It's better to go to the office than trying to make contact via phone or e-mail.
40. Since it is a student run publication, full-time staff is not available to field inquiries. Kristin Ne-
41. questa (sic)?, will be managing editor in the Spring, but there won't be a new issue until then. 2)
42. "Weekly Bulletin". Send e-mail to Stacy Armstrong to get e-mails included in the Bulletin.
- 43.
44. FIELD REP REPORT
45. 1) It is unclear about what will take place from governor elect's budget. The current budget direc-

47. tor will be retained in the next administration. 2) In the second week of January the first Fact
48. -finding will take place. Peter will be present as a witness and advisor. 3) The CFT Leadership
49. conference will take place in San Francisco in the first part of this coming year. All CFT officers
50. are encouraged to attend. 4) Monica asked if there were a penalty that would be imposed on
51, campuses that don't adhere to the state mandate of 75 -25% percentage of full-time to part-time
52. employees. Almost every community college is in violation of this "policy". There is currently
53. no enforcement mechanism to make sure this proportional employment is maintained. Peter will
54. be monitoring the situation. There was a fine of \$67,000 for infractions of this proportionality, as
55. understood by members of the Executive Board. 5) There is a contingent of the state legislature
56. concerned with constricted enrollment at community colleges. Technically community colleges
57. cannot constrain enrollment, but have found a way around it by limiting section offerings and there-
58. fore, adjunct positions. There is no final resolution.

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60. TREASURER'S REPORT

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62. 1) \$53,571.88 is our current balance. Percaps are going out and stipends are yet to be given as
63. well. We are current on all payments. 2) Tax Preparation Logs will be done near the start of the
64. year. Officer time logs are being submitted to Monica. 2) Jeff Boxer's bill from '09 to Dec.'10 was
65. submitted. The \$2750 is the entire charge for the year. A discount was given to CCAFF by Mr.
66. Boxer. His check has already been written out. His rate will increase slightly in the coming year.
67. 3) \$3000 was approved for attendance of the Leadership Conference.

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69. SECRETARY AND COMMUNICATIONS REPORT

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71. 1) There was no Secretarial Report.
72. 2) Mark Wessel reported that the new computer and software for work on the newsletter and
73. web-site, and maintainance of CCAFF records and documents, has been delivered. Adrian Sol-
74. datenko will be trained in their use before the next newsletter is published.
75. 3) Two adjuncts from the art department have been spoken to about the upcoming Welcome Back
76. Meeting and indicated their willingness to participate.

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78. REPRESENTATION OFFICER'S REPORT

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80. Bill Zeman has been attending Academic Senate meetings. Nothing heated is taking place other
81. than discussion of designated smoking areas on campus.

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83. VICE PRESIDENT'S REPORT

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85. 1) Eric Rabitois was contacted about Welcome Back Meeting. He needs a rough draft of an
86. agenda. The meeting will be held on the same day as Flex day. The date is: 5:30 ish, Tues. Feb.
87. 22 - the day before school starts in Spring. Dr. Perri will be there to possibly go over "Wingspan"
88. and "Blackboard" , and to assure adjunct participation. Peter's involvement as a speaker was en-
89. couraged, which he agreed to. CFT benefits expert, Joe Hooper's involvement was also endorsed
90. by Monica and Anne. 2) Our membership is currently at appx. 190.

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97. Election Delegate cards must be submitted to CFT. Wednesday March 2 proposed for Board
98. Election. Jeff will serve on election committee. Communicate to members that we need vol-
99. unteers for election committee. Notification will be sent 30 days in advance of election to
100. announce candidacy. Volunteer List from Fall Meeting will be used to enlist assistance for
101. election committee. It should be as easy as possible for members to vote. Both on-line and
102. in-person voting will be utilized Bill moved and Monica seconded holding elections on Wed.
103. March 2 . Anne will find out about use of CI auditorium. Adrian will serve on committee.
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105. PRESIDENT'S REPORT

106. 1) Current imperative is to get membership fired up about election. A General Meeting with a
107. general report on state of the union will take place in March as well. 2) The annual convention
108. will take place again in March, in Manhattan Beach and Jeff encourages as much participation
109. as possible, including Div. Reps. Dennis Smith will be running again as Secretary General.
110. Mary Calahan will be running for president. Endorsements have been requested from our lo-
111. cal. Delegates to convention are voted upon by the membership other than local's president.
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113. DISCUSSION / ACTION ITEMS

114. 1) Anne will contact someone about use of Blackboard and/or Wingspan as presenters during
115. the preliminary District designated half hour.

116. 2) Jeff moved and Monica seconded a \$500 budget for refreshments at the Welcome Back
117. Meeting, which was approved.

118. 3) **Newsletter topic suggestions and assignments (Feb. 1, 2011 deadline for submis-**
119. **sion of articles).**

120. a) **Daniel** writes "My New Job, spreading the word about the Local Adjunct Union"

121. b) **Bill** writes "Budget in California; Tax Debate"

122. c) "Election Process" - **Mark**

123. f) "Brief Summation of Fact Finding" - **Jeff**

124. **Other Potential Articles**

125. g) "Status of Membership"

126. h) "Strike Status across the state" by other locals. Build up a credible threat.

127. i) "Bill's Beef" will be a regular column in future editions.

128. 4) **Mark** will do flyer advertising Welcome Back event.

129. 5) **Anne** will reserve room in CI, 5:30 February 2, 2011 for the Welcome Back event.

130. 6) Convention Delegate cards must be received by CFT by Friday, March 4. Elections are
131. held by CCAFF, then the results are overnighted to CFT. Jeff proposed that Elections be held
132. on Wed. March 2 by mail or e-mail. An election committee must be formed of at least three
133. people. Jeff volunteered to be one. Others cannot be on the Board or running for office. A
134. forty-five day "notice of elections" must be made, by mail or e-mail. A 30 day notice of intent to
135. be a candidate for office or nominations must be submitted to the Board. Members have until
136. March 2 to return ballots by mail, e-mail, or in-person. The list of volunteers from the previous
137. Fall Welcome Back Meeting could be used to sollicit participation on the election committee.

138. **Jeff will send out the e-mail to avoid conflict of interest. Anne will forward the list to**
139. **Jeff.**

140. 7) Bill moved and Jeff seconded that elections be held Wednesday, March 2 at 4:30. The date
141. was approved. Location pending.

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143. Adrian and Daniel were excused so the Board could go in to "closed session".

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147. CLOSED SESSION

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149. Began at 5:54 and ended at 6:18.

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151. NEXT MEETING DATE

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153. January 19, 2011 at 4:30.

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155. ADJOURNMENT

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157. The meeting was adjourned at 6:20PM by Jeff Gordon

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