

Citrus College Adjunct Faculty Federation, AFT-6352
Executive Board Meeting
Minutes of March 26, 2009

CALL TO ORDER

Jeff Gordon called the meeting to order at 4:07

OPENING REMARKS

Jeff Gordon welcomed those in attendance and informed them of attendance of the CFT Conference by Jeff and Monica Lee.

ATTENDEES

Present at this meeting were: Monica Lee, Mark Wessel and Jeff Gordon. Peter Nguyen arrived in time for the Field Rep. Report.

AGENDA

Monica Lee moved to accept the agenda after an addition of "Constant Contact Software" under ACTION ITEMS, was included. There were no objections to the addition and the agenda was approved by general consent.

APPROVAL OF MINUTES

Jeff moved and Monica seconded approval of the minutes from February 26, 2009 E-Board Meeting after Jeff recommended minor changes. The minutes were approved with changes by general consent.

TREASURER'S REPORT

- 1) Monica distributed the February '09 Report. The Report is available to any requesting member.
- 2) A change in membership numbers between Fall and Spring semesters shows a loss of between 75 and 80 people, reflecting reduced class offerings to adjuncts due to perceived California budget crisis. According to Monica's three year experience in her position with the union, this is not a historical low. A need for an information request to update the union on how the economy has affected District class offerings to adjuncts is needed.
- 3) Monica distributed sheets used by John Pooley to determine the difference between chargeable and non-chargeable expenses. Monica created a written explanation of this formula for clarification titled: "Notes to Statement of General Fund Expenses and Allocation Between Chargeable Expenses and Non-chargeable Expenses". These were distributed to the board. Officers were instructed in the use of these forms for purposes of documenting their time commitments to various union tasks.

SECRETARY AND COMMUNICATIONS REPORT

Mark Wessel had no Secretarial report. He indicated that updates to the CCAFF web site have taken place, notably, the Report on the Leadership Conference and Election Results. Updated officer listings have taken place, adding Anne Battle as Vice President to roster.

CFT CONFERENCE REPORT

- 1) Monica distributed "2009 CFT Convention News" which provided a snapshot of the various sessions attended by she and Jeff. (A digitized version of this report will be added to the Homepage of the CCAFF Website.)
- 2) She also recommended that a graphic of membership numbers in CCAFF, CFT, AFT and AFL-CIO, be added to upcoming editions of the Local 6352 Newsletter. Mark agreed to working on this addition.
- 3) It was reported that in the Committee on Higher Education, a resolution was passed, in spite of strong debate by full-time representatives in attendance, that advocates giving part-time employees an advantage in the interview process for full-time positions that become available. Jeff suggested communication to the Citrus Board of Trustees on CCAFF letterhead that this resolution had been adopted.
- 4) Monica suggested that the hire ability of long standing community college instructors is based on actions that are "student driven". A strategy that might strengthen this perception could include union sponsorship of an event that helps students and the campus community. It could serve as a noteworthy resume' item for part-timers as well as serving the educational mission. There is further need for "brainstorming" on this idea.
- 5) Jeff reported that this was his first conference event and that it served to energize his commitment to the union's mission. He reported that Local 6352 representatives were "welcomed with open arms".
- 6) Jeff reported on a proposed merger of CFT and CTA unions that the local E-Board needs to consider and draft a position statement for distribution at the local level. A "wait and see" approach is currently in action.
- 7) Jeff reported a need to start a Political Action Committee to help elect candidates to the Citrus Board of Trustees who are friendly to union causes. Strategies for this process are available.
- 8) Jeff mentioned the need to carefully examine administration finances to prevent potentially unjust increases in administrative salaries in spite of cuts to part-time work loads, citing as an example - the \$36,000 raise requested by the President of El Camino College.
- 9) Jeff recommended getting students involved in a letter writing campaign to the Board of Trustees, possibly setting up a tent on the Quad to encourage action aimed at stemming further cuts.
- 10) It was recommended that members be made aware of the extensive and various advantages and offers to union members, like Long Term Disability Insurance and Scholarship funds available to continuing students, through articles on the web site and in the Newsletter.

FIELD REPRESENTATIVE REPORT

- 1) Peter Nguyen remarked that he had been part of the planning committee for the CFT Convention, and that it had been a great experience.
- 2) CFT President Marty Hittleman Recently, Marty Hittleman sent out a CFT committee nominations form by regular mail and e-mail to local presidents to fill out indicating members of their locals that they would like to nominate to serve for the next two years.

These statewide committees help to develop CFT policy in key areas and also organize forums, events, and workshops with some staff support. They generally meet 4 times a year, split between northern and southern California. The first meeting of the new committees will be held at San Francisco City College on Saturday May 2 from 10 am to 4 PM.

The committees are as follows:

English Language Learners, Adult Education; Career, Technical Education, Civil, Human, and Women's Rights, Early Childhood, Educational Issues, Labor in the Schools, Part-Time Employees, Retirement, Safe and Non-Violent Schools, Special Education

Peter encourages participation.

3) Bargaining preparation is slow going. Currently Article 8 is being tweaked.

4) The State Council is coming up May 15 and 16 at LAX. The Local president is expected to attend.

5) Peter is part of the CFT "Budget Task Force", dealing with pushing for progressive tax structure etc. at the state level.

6) Peter suggested that CCAFF Executive Board members consider organizing a Retreat that would focus on long term planning, issues difficult to do at normal E-Board meetings when immediate issues are dealt with.

Jeff moved to go into closed session for a discussion of negotiations strategies. There was no objection. At 5:28 the closed session was ended.

Jeff provided the E-Board with a general communications update on the following topics:

1) A recommendation to start thinking about a Fall General Meeting and begin planning for its set up.

2) In recognition of the deficiencies in the CCAFF Constitution and By Laws, a committee established to address edit needs will necessarily be dedicating a great deal of time to the project, and as such would probably be a suitable summer project when other time commitments are likely to be less.

Jeff Boxer advised that By Law changes, and changes to dues structure, be presented to the General Membership as issues to be voted upon.

3) Peter recommended that a political action war chest be started in advance of Board of Trustee elections.

ACTION ITEMS

1) Jeff moved to open the position of Representation Officer to a process for appointing an interested and suitable candidate from the General Membership with the goal of filling the position by the next E-Board meeting. He proposed an informal process for interviewing prospective candidates and deciding the position by general consent of the E-Board. This process was accepted by general consent with the understanding that greater clarification of the responsibilities of this new position and compensation be defined.

2) Jeff moved to budget \$300 for T-shirts with CCAFF Logos for distribution to membership during Union events. T-shirts have been costed out at \$6/per, with a projected quantity of (50). The Expense was approved by General Consent.

3) Jeff moved to budget \$180 for "Constant Contact" software for the purpose of being able to send

mass communications to General Membership without spam interference. It allows for up to 500 e-mails to be sent at a time. Approval was given by General Consent.

COMMENTS

None

NEXT MEETING DATE

Friday, April 24, at 3:45PM in CI 237

ADJOURNMENT

The meeting was adjourned at 5:45PM by President Gordon.