

Citrus College Adjunct Faculty Federation, AFT-6352
Executive Board Meeting Minutes
of May 19, 2016

Linda Chan called the meeting to order at 4:25 PM.

ATTENDEES

Present at this meeting were: Bill Zeman, Mark Wessel, Anne Battle, Linda Chan, Cecil Brower, Elaine Jefferson. Antonio Anfiteatro and Laura Wills arrived late,

ANNOUNCEMENTS AND INTRODUCTIONS

1) none.

AGENDA APPROVAL

Mark moved and Cecil seconded that the agenda be adopted with flexibility. It was accepted by general consent.

APPROVAL OF MINUTES

Cecil moved and Mark seconded that the minutes of Feb. 5 be approved. The motion passed by general consent.

OLD BUSINESS

- A) Prop 30; Difficulty in getting approval of resolution in support of the Prop 30 extension, due to inability to get all campus constituents contacted for a unified front.
- B) Newsletter: Linda solicited interest in upcoming articles for the fall edition. There was approval to use the Part-time Committee newsletter and link in the *Local Update*.
- C) COCAL AND AFT Convention commitments need to be made a.s.a.p.
- D) Audit: Antonio, Cecil and Elaine expressed interest in helping with a financial review statement instead of paying John Pooley \$3500 for the service. \$200 per participant in the process will be paid. AFT produces a manual guiding non-signing members in the process We have until June 18 to submit for compliance with AFT. June 3 will be the time to convene for the trio - 9:00 AM.
- E) Back to School Night - Anne: CalSTRS Board Member, Sharon Hendricks will be speaking about retirement issues to the assembly. Erick Rabitoy has been on vacation, so pinning down a date has been problematic. August 17 was the proposed date, confirmed with Sharon Hendricks. Erick Rabitoy counter-proposed August 10 which was rejected as untenable for the membership.
- F) CFT Summer School: Antonio cannot attend after all.
- G) Retreat: August 19, 20
 - 1) Location: *Peaceful Spirit* yacht in Long Beach. Each night is the price is the same as any hotel room.
 - 2) Agenda items are needed.

NEW BUSINESS / DISCUSSION ITEMS

- 1) Change of June meeting time: Thursday, June 9 @ 4:00.

RECESS TO COPE

Bill moved and Elaine seconded to recess at 4:55. After a brief COPE business discussion, Mark moved and Anne seconded resumption of The General meeting. It resumed at 4:58.

CFT FIELD REP REPORT:

Martha was not present

COMMUNICATION COMMITTEE REPORTS

Retirement Committee: Elizabeth Serrao was not present.

Human Resources Advisory Committee: Elaine submitted a written report about the meeting of May 18. A summary follows: 1) Eleven new hires have been made, with an additional twenty-three being processed. 2) A review of language in the Technology and Sustainability document took place, with recommendations for corrections. 3) The Advisory Committee discussed student involvement in the hiring process centered around a student draft proposal titled: "Resolution of Student Input In Faculty Hiring Process". 4) A review of a document on *Focus Area 9; Diversity and Equity*, took place. Suggestions were solicited on the enhancement of successful recruitment and professional development of a diverse college workforce. 5) The Advisory Committee Chair suggested more trainings for adjunct professors to help them be more marketable and participate in more academic programs.

Community Outreach Coordinator:

Antonio Anfiteatro 1) Jamie Love was hired full-time in Cosmetology. 2) Peer Evaluations are to be conducted on *Felix* and *Tony* in Cosmetology. 3) Charles Fair claimed the union was ripping him off. It's his contention that bad teachers are being protected which prevents positions from being available for him to fill. 4) Neither adjunct in art history who applied for the open position was hired. A candidate with far less teaching experience was hired.

Cecil Brower provided a written report for the following meetings: **College Information Technology Committee, March 14, 2016, Board of Trustees Meeting, March 15, 2016, Human Resources/Diversity Advisory Committee, March 16, 2016, Board of Trustees Meeting, College Information Technology Committee, April 18, 2016.**

Highlights of the meetings follow:

College Information Technology Committee, March 14, 2016

The Five (5) 2013 – 2017 Technology Goals were discussed. These goals are essentially the same as the Technology Planning Objectives for 2015 – 2016. They are:

1. Administrative Information Systems
2. Educational Technology
3. Network, Infrastructure and Telecommunications
4. Operations and Support Service
5. Web Environment and Social Media

Board of Trustees Meeting, March 15, 2016

Authorization was given to hire/rehire 48 Adjuncts for various time periods.

Authorization was given to hire 4 Adjunct Lab Supervisors for the Learning Center for Spring 2016.

The following Adjuncts were hired for Spring 2016 for the disciplines listed:

Allen, Timothy: Counseling

Baldrige, Robert: Emergency Services

Deligio-Mynster, Donna: Dental

Hamilton, John: Speech

Human Resources/Diversity Advisory Committee, March 16, 2016

- 1) Robert Sammis reported that the college will conduct training on how to be an effective college professor. This will be for full time and adjuncts.
- 2) He reviewed the faculty and classified hiring update and reported there are 22 openings and there is difficulty in hiring nurses.

College Information Technology Committee, April 18, 2016

As part of the review of the review of the integrated Planning Manual the committee reviewed the *Institutional Support Plan: Human Resources Plan*. The only change recommended at this time was the Initiation/Completion portion change to Human Resources Advisory/Staff Diversity Committee. This change added the word *Diversity* to reflect the current committee role. Brenda Fink will take the change back to the committee.

The annual update to the *Technology Master Plan* was performed. The *Technology Planning Objectives* for 2015 – 2016 were discussed. This discussion was a continuation from the March 14th meeting where the 5 objectives were outlined. There were some comments about new software and the need for a person to configure and operate this program.

REPRESENTATION OFFICER REPORT

Laura Wills continues to keep tabs on complaints associated with the supervisor at the Testing Center. Answers to questions surrounding questionable practices continue to be tolerated by the administration.

SECRETARY AND COMMUNICATIONS REPORT

Mark Wessel reported that: 1) He had attended Board of Trustee meeting at Glendale Community College as part of the Guild's protest action against the stalled progress for contract negotiations. The Guild's president, Zohara Kaye compellingly addressed the assembly, as did two adjunct faculty members. 2) The newsletter has been published and will be sent to members by the middle of next week. 3) The Internet provider "Namecheap.com" is the name on the original documentation for the website. This information will be provided to Bill who is facing billing issues on the reregistration of our domain name.

TREASURER

Bill reported there are 356 members and 26 Agency Fee Payers. We're over budget on meetings and under budget on other items. A) As of this morning CCAFF maintains balances of:

General Fund - \$113,436.49 and

COPE Fund - \$17,280.89

PIPE Account \$307.60

B) A Budget Report was provided.

C) We can still do a Financial Review Statement even though it is late and be a local in good standing at the AFT Convention, as long as we get it done by June 18. John Pooley can be paid to do this with Bill for \$3500.

VICE PRESIDENT'S REPORT

Anne had no report.

PRESIDENT'S REPORT

Linda provided a written report and summarized that:

- 1) **Academic Senate meeting of April 27 and May 11:** A) There is a \$50,000 grant available for Open Education Resources (OER) program, if the course uses no-cost textbooks. The Academic Senate would have to adopt a resolution that stated encouragement of the use of (OER). B) ASCC reported that they are having Night Owls, (an intensive study review for finals), on May 31 through June 2, and are asking for volunteer instructors. C) At the May 11 meeting there was a passionate discussion regarding the placement of a tab "Student Complaints" at the top of the Citrus College website home page. Dr Perri argued that the ACCJC required that the student complaint procedure had to be within one click away from the home page. She had sent numerous letters and phone calls to both the ACCJC and Dr. Beano, stating that we already had the student complaint tab on the website. It was one of two recommendations made by the ACCJC. The faculty do not want this on the webpage. However, Dr. Perri fears that we could lose our accreditation if we do not comply.
- 2) **President's Steering Committee Meeting, April 25 and May 9:** A) Dr. Lan Hao gave a presentation on the Student Success Scorecard indicating that last year's scores had been exceeded. She also presented the 2016-21 Strategic Plan.
- 3) **CFT State Council Meeting:** A) CCC met and discussed accreditation updates on CCSF. B) The Governor's May revise includes no COLA. And there is no movement on the statewide workgroup on the 50% law and FON revisions. B) The Part-time Committee discussed goals and plans. Issues on the table include substitute pay, concurrent enrollment, office hours, lecture/lab parity, pay equity, and campus equity. The committee is starting a campaign on Empowering Our Locals with a focus on Campus Equity Week. Emphasis was given to organizing more part-timers for a stronger voice.
- 4) **Legislation:** The following bills are temporarily in the suspense file and are due to come out by May 27: AB 1690 Medina; Part-time faculty job security based on seniority and satisfactory service. AB 1778 Quirk; Requires mandatory training on the employee's obligations in responding to and reporting incidents of sexual assault, domestic violence dating violence and stalking involving students. (Employees would have to be compensated for training.)

The meeting was adjourned at 5:58.

Next meeting is Thursday, June 9 at 4:00.