

Citrus College Adjunct Faculty Federation, AFT-6352
Executive Board Meeting Minutes
of November 17, 2017

1. Linda Chan called the meeting to order at 4:10 PM.
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3. ATTENDEES
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5. Present at this meeting were: Bill Zeman, Mark Wessel, Anne Battle, Linda Chan, Laura Wills,
6. Martha Figueroa, Elaine Jefferson and Cecil Brower..
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8. ANNOUNCEMENTS AND INTRODUCTIONS
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11. AGENDA APPROVAL
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13. Mark moved and Anne seconded that the agenda be adopted with flexibility.
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15. APPROVAL OF MINUTES
- 16.
17. Linda moved and Bill seconded approval of the October minutes. They were approved by general
18. consent.
- 19.
20. OLD BUSINESS
- 21.
22. A) Member Issues - none B) Negotiations - Linda submitted a confidential report on the status of
23. contract negotiations with the District. The schedule for negotiations has been set for December 7,
24. January 18, February 1 and February 8. C) Newsletter for Fall - Mark encouraged those present to
25. submit their articles by the end of the coming week. He said he'd be working to get the newsletter
26. assembled and mailed by the end of the semester. D) Other - none.
- 27.
28. NEW BUSINESS / DISCUSSION ITEMS
- 29.
30. AFT Convention is in March at Hilton Orange County, Costa Mesa. Linda will be presiding over the
31. Ben Rust Award this year. Nominations need to be made by January 12. CCA Conference will be
32. at the LAX Hyatt in February. Laura will be seeking approval for attendance.
- 33.
34. RECESS TO COPE
- 35.
36. Anne moved and Mark seconded recess to COPE at 5:25. After Bill's report the meeting resumed
37. at 5:30.
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39. .CFT FIELD REP REPORT:
- 40.
41. Martha Figueroa was not present.
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47 COMMUNICATION COMMITTEE REPORTS

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49 Cecil Brower submitted the following report: College Information Technology Committee, Novem-
50 ber 13, 2017

51 Minutes of the October 09, 2017 meeting were reviewed and approved. All items for first reading,
52 review and discussion were sent to the committee prior to the meeting. Members were asked to
53 review and prepare for comment and discussion.

54 A discussion of the draft Social Media policy was conducted. This policy governs the publication
55 of and commentary on social media by employees of Citrus Community College District (Dis-
56 trict). For the purposes of this policy, social media means any facility for online publication and
57 commentary, including without limitation blogs, wiki's, social networking sites such as Facebook,
58 LinkedIn, Twitter, Flickr, and YouTube. This policy is in addition to and complements any existing
59 or future policies regarding the use of technology, computers, e-mail and the internet. The com-
60 mittee also review BP 3050, Institutional Code of Ethics, as it is referenced extensively in the
61 policy.

62 A discussion of the draft of the Actionable Improvement Plan #5 response was performed. This
63 action plan outlines needs and proposed implementation for Technology. This AIP will be submit-
64 ted for final approval and publication. A discussion of the a revision to AP 3723 – Electronic Mail
65 and Bulk Electronic Distribution was made to incorporate portal messaging. These changes will
66 be submitted for final approval and publication.

67 Robert Hughes, Chief Information Services Officer, asked if there were any other items for discus-
68 sion. There were no significant issues. Handouts were as follows:

- 69 1. October 9th minutes
70 2. Citrus College social Media Policy (Draft)
71 3. BP 3050
72 4. AIP #5 Draft
73 5. AP 3723 Electronic Mail and Bulk Electronic Distribution Revision

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75 REPRESENTATION OFFICER REPORT

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77 Laura Wills had no report.

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79 SECRETARY AND COMMUNICATIONS REPORT

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81 Mark Wessel had no report.

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83 TREASURER

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85 1. Balance as of November 16, 2017 A. General Fund - \$174,153.00 B. COPE Fund - \$17,128.49
86 C. PIPE Fund - \$172

87 2. Members: approximately 376 in June, 3 Agency Fee Payers: 3.

88 3. Bill had not yet had a chance to investigate CDs 4. It is time to pay for next year's bond

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98. VICE PRESIDENT'S REPORT
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100. Anne had no report.
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102. PRESIDENT'S REPORT
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104. Linda had no formal report.
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106. FUTURE AGENDA ITEMS
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108. 1. CFT Convention 2. Welcome Back Meeting for Spring
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111. Bill moved and Mark seconded adjournment. The meeting was adjourned at 5:45
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113. Next meeting: .Friday, December 8 at 4:00 at Marie Calendar's
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198. FUTURE AGENDA ITEMS

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200. none listed at this time

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202. Mark moved and Bill seconded adjournment.

203. The meeting was adjourned at 6:00

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205. Next meeting: Friday, November 17 at 4:00.

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