

**Citrus College Adjunct Faculty Federation, AFT-6352**  
**Executive Board Meeting Minutes**  
**of February 28, 2020**

Linda Chan called the meeting to order at 5:15 PM.

**ATTENDEES**

Present at this meeting were: Linda Chan, Cecil Brower, Mark Wessel, Bill Zeman, Martha Figueroa, John White, Barbara Young, Antonio Valdez, Zane Alamadene, Anne Battle, Laura Wills arrived late.

**ANNOUNCEMENTS AND INTRODUCTIONS**

None.

**AGENDA APPROVAL**

Cecil moved and Mark seconded that the agenda be adopted with flexibility. Back to School Night has been added to the agenda. Unanimous approval was granted.

**APPROVAL OF MINUTES**

Cecil moved and Mark seconded approval of the January 31, 2019 meeting minutes. They were approved by unanimous consent.

**OLD BUSINESS**

A. Member Issues An issue came up from a member about baby bonding time that may require language consistent with California state law. It needs to be added to the contract under "Leaves". Antonio received his classes for the semester, assigned by the dean. There was a faculty meeting that once again included no invitations to adjuncts. Opportunities for weighing in on departmental decisions aren't being given to those adjuncts who do show up for meetings. Linda pointed out that the department is in violation of the Brown Act in not opening meetings to those who want to attend.

B. Back to School Night - was not as successful as Linda would have hoped. Questionnaires were not filled out as completely as was needed and there was less attendance than would have been desired.

C. Negotiations

1) Calendar has been established for the team.

a. Team meetings

b. Negotiations

D. Newsletter - Spring Barbara wrote an article on AB 705. Bill's working on his Beef. Deadline is May 1.

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E. Workshops - Spring. Linda talked to Arvid Spore about diffusing difficult situations with students. The District wants to play a major role in the presentation. Linda has several scenarios that might effectively prepare attendees for various situations that may arise.

F. Organizing

*Schools and Communities First* - Signature Gathering: Petitions have been turned in to Martha. March 20 is the deadline. Martha said we're currently at 66% of our goal statewide.

G. Elections

1. Cecil and Barbara are on the Elections Committee. Nominations. The vote will be in May. Delegates to the AFT Convention in July in Houston, TX are also needed. Bill is nominated for Treasurer. Linda is nominated for President. Mark is nominated for Secretary. Laura is nominated for Vice President, and needs to look at the duties to determine whether or not she can accept. Linda is nominated as AFT Convention delegate. John is considering acceptance as an AFT Convention delegate. Vice President and Representation Officer are still open to nominations. Nominations are open until March 27 (our next meeting).

H. CFT Part-time Conference attendees: The conference will take place at the *Hyatt Regency San Francisco Airport Hotel* in Burlingham, April 17 and 18. So far there are few people who have signed up. Henry Reichman, author of *the Future of Academic Freedom*, will be presenting during a workshop.

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## NEW BUSINESS / DISCUSSION ITEMS

A. AP 7407 & AP 7507 Reasons for a change in language on salary recommendations have to do with the difficulty of finding suitable candidates for administrative positions.

Anne moved and Mark seconded that rules be suspended to discuss approval of submitted language. Concerns were raised about the lack of a ceiling on pay offers. Anne moved and Cecil seconded approval of the draft language. Approval was given with concerns.

B. Academic Calendar -

C. Emergency Preparedness - There's a concern over the Corona Virus. Are instructors prepared to handle instruction that is not face-to-face. We need to be ready to instruct via Canvas. Linda thinks it's necessary to get the word out to our membership. Are the hours required to convert lessons to on-line presentations going to be compensated? "Live Lecture" on Canvas may be an option. How are labs to be dealt with? Linda suggested a dry run using *Live Lecture/Conference*. Linda will be sending out a group e-mail asking members whether or not Lock-down buckets and fire extinguishers are in the rooms in which they teach.

D. Retreat Dates/Location - The last weekend in June is proposed - Friday 26 - Sunday 28th. Big Bear is proposed again.

COCAL XIV - Friday, August 7 - Sunday, August 9, 2020 in Quiretaro City, Queretaro State, Mexico UAQ (Autonomous University of Queretaro) campus. Linda will be attending. Bill moved and Laura seconded approval of up to \$2000 for attendance of the conference. Approval was granted

There was no COPE Report.

## SECRETARY AND COMMUNICATIONS REPORT

Mark had no report.

## TREASURER

Bill submitted STATEMENTS OF ACTIVITY and STATEMENTS OF FINANCIAL POSITION and Budget reports for February 28, 2020

Total Assets to date are \$233,506.37.

## REPRESENTATION OFFICER REPORT

Laura had no report.

## VICE PRESIDENT'S REPORT

Anne had no report.

## PRESIDENT'S REPORT

Linda **submitted a** report from two meetings she attended:

- 1) The Academic Senate Meeting of February 26 in which Coronavirus was the primary topic of conversation. Student Health Services spoke about preparations being made in the event of a pandemic.
- 2) The President's Steering Committee Meeting of February 24 in which approval of \$29,800 of the \$75,000 institutional resources budget was given. Various AP's are being reviewed, as is the Annual Implementation Plan Mid-year Report and the Guided Pathways Scale of Adoption Assessment, (SOAA).

Linda's been busy on the website. She welcomes contributions from the membership. It's intended as a blogging website and Linda anticipates activating that feature soon.

## CFT FIELD REP REPORT

Martha thanked those assembled for continuing to work on *Schools and Communities First*.

CFT is at 66% of our goal. The State Chancellor's Office issued a budget update. There's going to be a \$250 million shortfall statewide. Although Citrus is in good shape, many community college districts will not receive the funding they expected. COLA is at 3.6. The deficit factor is at 3.36. Martha explained that schools were told they would receive a specific amount. They will not be receiving what they expected, but will still be getting more than they did the previous year.

## COMMUNITY OUTREACH/MEMBERSHIP ORGANIZING

Barbara Young confirmed dates for a membership drive after Martha confirmed communication with Erin Connelly. Possible dates are for the weeks of: March 30, April 6 and May 11. She brought up the disappointing attendance at the Welcome Back Meeting. Linda pointed out that poor attendance could be attributed to the perception that the meeting is designed for new adjunct employees as opposed to all adjuncts. She also expressed concern that it is not a paid meeting.

## COMMUNICATION COMMITTEE REPORTS

Cecil Brower submitted a report for his attendance of the Board of Trustees Meeting, February 4, 2020. He highlighted a campus visit to Human Resources and Dr. Sammis' report on what's happening in Human Resources. Dr. Perry reported that we're #10 on a national list for the Aspen Prize, for outstanding colleges nationwide. Dr. Spore and Dr. Wangler gave a report on the Strong Workforce Program (SWP) that was established by the California Legislature in 2016 for the purpose of expanding the availability of quality, career technical education (CTE) and workforce development training that leads to high-demand, high-wage jobs.

New hires were also referenced in his report. (Cecil's report is available upon request from the secretary.)

## FUTURE AGENDA ITEMS

Close Nominations

Newsletter reminders

Workshops resolution

Emergency Preparedness/Alternate means of instruction

Next meeting: March 27 at 5:00.

The meeting was adjourned at 7: 05.