

Citrus College Adjunct Faculty Federation, AFT-6352
Executive Board Meeting Minutes
of March 27, 2020

Linda Chan called the meeting to order at 5:02 PM. The meeting was held remotely via Confer-Zoom.

ATTENDEES

Present at this meeting were: Linda Chan, Cecil Brower, Mark Wessel, Bill Zeman, Barbara Young, Antonio Valdez, Ruby Wang, Olufemi Gonzalves, Anne Battle, Laura Wills. Martha Figueroa arrived late.

ANNOUNCEMENTS AND INTRODUCTIONS

None.

AGENDA APPROVAL

Anne moved and Mark seconded that the agenda be adopted with flexibility.

APPROVAL OF MINUTES

Mark moved and Cecil seconded approval of the January 31, 2020 meeting minutes. They were approved by unanimous consent.

OLD BUSINESS

A. Member Issues

- I. Class Cancellations: Instructors will be paid through the end of the semester.
- II. Member cancelling membership: A letter sent to the Burbank CFT office demanding an end to membership and dues withdrawal.
- III. Assignments - It's looking like there will be a need for a new classification for "remote" teaching that governs our guidelines. There is no definitive timeline for which assignments will be made by divisions. (They're taking things one day at a time as each current fire is extinguished.)

B. Negotiations

- I. All Bargaining Unit negotiations have been suspended due to the pandemic.

C. Newsletter - Spring Newsletter publication is postponed until

D. Workshops - Spring workshops are suspended due to the pandemic. An on-line "unemployment workshop" will be circulated for interest.

E. Elections

I. Nominations

Extension of deadline: April 17. Notice needs to be given to members requesting officer nominations so that ballots can be mailed.

Extension to date for elections: May

F. CFT Part-Time and Contract Faculty Conference attendees - canceled

G. Retreat - dates/location.

H. COCAL XIV: Friday, August 7 - Sunday, August 9, 2020 Querétaro City, Querétaro State, Mexico UAQ (Autonomous University of Querétaro) campus. (As of now the event is still scheduled.)

NEW BUSINESS / DISCUSSION ITEMS

A. The following AP's & BP's were reviewed by the group for approval or recommended changes:

1. AP/BP 3520 Local Law Enforcement (identifies local law enforcement agency as Glendora Police Department)
2. AP/BP 5050 Student Success and Support Program (needs discussion)
3. AP/BP 5110 Counseling (grammatical changes – no direct effect to unit)
4. AP/BP 5120 Transfer Center (grammatical & title changes – no direct effect to unit)
5. AP/BP 5210 Communicable Diseases (no changes)
6. AP/BP 5220 Shower Facilities for Homeless Students (no changes)
7. BP 5500 Standard of Conduct (no changes)
8. AP 5031 Instructional Materials Fees (needs discussion – adds language to catalog)

A motion to suspend the rules was made by Mark and seconded by Cecil. Approved.

Anne moved to approve as a solid group, the above AP's and BP's with Cecil seconding. The motion passed.

B. Our unit has a Google Drive for documents: COVID-19 Resources for union members: <https://drive.google.com/drive/folders/1KAjmLeasQlw8ObCPJ0FRuYVttPW7LBny?usp=sharing>

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 March 27, 2020

Total Assets to date are \$241,179.99.

REPRESENTATION OFFICER REPORT

Laura had no report.

VICE PRESIDENT'S REPORT

Anne said there's one membership form in the office. She's going to be requesting that it be sent to her for entry into the membership rolls.

PRESIDENT'S REPORT

Linda **submitted a** report from the following meetings she attended: Academic Senate met March 11 and remotely via ZOOM on March 25, The Steering Committee, March 9, 2020, CFT Legislative Committee, March 6 in Sacramento and Community College Council (CCC), virtual meeting on March 21.

A. At the Academic Senate Meeting, discussion focused on plans to deal with COVID-19. The plan is to move to remote instruction (which is not online teaching since this has a very specific set of laws). Teaching modes could be by computer, telecommuting (ZOOM, Big Blue Button,

etc.), mail, email, or small groups. The need for tools and training and how to move content on-line. was discussed.

During the Zoom meeting there was a review AP 6350 Contracts, AP/BP 6540 Insurance, AP/ BP 6600 Capital Construction, AP/BP 6700 Civic Center and Other Facilities Use and BP 6900 Bookstore. Concern was expressed over BP 6900 Bookstore: "A college bookstore shall be established and operated by the Citrus Community College district, or a qualified vendor." Prices on goods sold could change dramatically.

A report given by CTE form LAEDC (LA Area Community Colleges at a Crossroads: A Market Assessment and Call to Action) on the shifting demographics of our student population on how to meet their needs.

B. At the Steering Committee meeting Doctor Perry reported that the call for the Aspen prize went very well and Citrus is likely to be in the top ten. IWCC and Early Decision numbers are high. There seems to be a significant difference in the student outcomes, and they are attributing it to AB705.

C. The CFT Legislative Committee considered close to five hundred bills.

D. The CCC met virtually on March 21st. The updated legislative calendar was discussed and the fact that the legislature has gone on hiatus due to the virus. The most important bills pertaining to our membership were discussed, including AB 897, the part-time faculty teaching load increase bill. Once AB 897 moved out of the Appropriations Committee, it went to the Assembly and was approved 76 to 0 and has since been moved to the Senate Education Committee. (A full report is available upon request.)

CFT FIELD REP REPORT

Martha's connection was lost, therefore no report was given.

COMMUNITY OUTREACH/MEMBERSHIP ORGANIZING

Barbara Young said things have been very slow due to our isolation.

COMMUNICATION COMMITTEE REPORTS

Cecil Brower submitted a report for his attendance of the Board of Trustees Meeting, March 17, 2020.

The meeting was held in CI 159 with Board members, Citrus staff and attendees. Cecil elected to participate (listen in) via remote access along with Trustee Keith and Montgomery and several other individuals. Presentations were by personnel on remote access with view graphs being shown in CI 159. The meeting was successful with some minor issues such speech lag and voice cutting out with Trustee Keith and Montgomery. Other presenters were advised to speak into their microphones.

The staff and Board Members gave on their views of the current situation and other items.

Dr. Perri thank all for their work during the current problems and indicated the administration was dedicated to helping all who needed help at the college.

(A complete record of the report is in the secretarial records and is available upon request to the secretary.)

FUTURE AGENDA ITEMS

None at this time.

Next meeting: April 17 at 5:00.

The meeting was adjourned at 6: 45