



# San Jose/Evergreen Faculty Association, AFT 6157

2100 Moorpark Avenue, San Jose, CA 95128-2799 • (408) 288-3779 • Fax (408) 295-7482 • faculty.association@sjeccd.cc.ca.us

## Faculty Association, AFT 6157, Executive Board Meeting Minutes (Approved)

10:00–12:30, Friday, April 16, 2004, College Conference Room, San José City College

### I. Call to Order

The president Mark Newton called the meeting to order at 9:45am.

#### A. Roll Call

Attending Officers: Mark Newton, Rose Anna Higashi, Bob Wing, Sarita Tamayo, Bill Jacobs, Frank Espinoza, David Yancey, Wilbur Mellema

Absent Officers: Jeffrey Kirkride (excused)

Guests: Kevin Frey, Jimmyle Listenbee, Barbara Hanfling (FA Executive Director), Christopher Mathenia (FA Office Manager)

#### B. Approval of Agenda

Bill Jacobs moved to approve the agenda. Sarita Tamayo seconded and agenda was approved unanimously.

### II. Approval of Minutes

Bob Wing suggested an amendment. David Yancey moved to approved the February 20, 2004 Meeting Minutes as amended. Bill Jacobs seconded and the minutes were approved unanimously.

### III. Membership Concerns

No membership concerns were reported.

### IV. Reports

#### A. President's Report

Mark Newton reported:

- First, Mark thanked Rose Anna Higashi for chairing the last FA Executive Board Meeting in his absence.
- Over spring break, he attended an AFT union-organizing meeting at Mendocino Community College at the request of Linda Cushing, an AFT Representative. Mark spoke on AFT affiliation and noted that about one-quarter of the Mendocino faculty attended the meeting.
- Mark also reported that he and Barbara Hanfling are going through the contract with Pauline Sager, Director Human Resources, and cleaning up loose language.
- Mark is scheduling a meeting with Arturo Ocampo, Diversity Officer, to discuss a presentation Arturo made to the trustees on diversity.

#### B. Fiscal Officer's Report

Wilbur Mellema is working with Christopher Mathenia, FA Office Manager, to gather information for a tentative budget for next year. They will have some preliminary information for the board at the May 7<sup>th</sup> meeting and a final budget up for board approval at the May 21<sup>st</sup> meeting.

#### C. Executive Director's Report

Barbara Hanfling reported:

- The tentative date for the annual FA Picnic is October 2, 2004.
- Minerva Duke, FA Representative to the College Council at EVC, is coaching women's soccer next semester and is unable to attend the council meetings. Frank Espinoza, Rose Anna Higashi, and Bill Jacobs will work together to find a replacement.
- Bonnie Clark, PRC, sent an email to All Faculty with incorrect contract information. Barbara contacted Debbie De La Rosa and she agreed the information is incorrect and will contact Bonnie.
- Faculty that teach for three consecutive semesters before retiring and immediately return the following semester to teach as adjunct faculty will receive SRP. Bill Jacobs asked what happens if the retiree waits one semester before returning to teach or skips a semester while teaching. Barbara said the faculty member loses SRP.
- The District and FA agreed on a side-letter to the contract that allows faculty to use sick leave for intersession and summer school. They hope to sign the letter next week.
- The District and FA agreed that substitutes teaching for more than five consecutive days will pay union dues. Currently, faculty classified as substitutes do not pay dues even if they teach entire semesters.
- Two adjunct faculty notified the FA that they did not receive their retro-pay. The board is concerned other faculty members may not understand their paystubs and will not catch the mistakes. Mark Newton noted



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District Payroll posts helpful information to a Public Folder accessible with Microsoft Outlook. Mark suggested the FA add a link or copy the information to the FA website ([www.fa-aft6157.org](http://www.fa-aft6157.org)).

- Barbara is meeting with Pauline Sager, Director Human Resources, and Clay Whitlow, EVC President, to address work assignment issues in the EVC PE Department.
- Patrick Butler, grievance office is helping Linda Roy to resolving her payroll issues with District Payroll.
- Lori Lujan is no longer the AS Director, but she is happy to return to teaching.
- The issue of state changes in art class loading has exposed confusion and issues in the EVC curriculum approval process. Per Mark's suggestion, Barbara will get Harry Lichtbach, EVC AS President, involved.
- Barbara is attending the Recruitment and Hiring Ad Hoc Committee meetings. The committee's goal is to get a process approved by May before faculty leave for the summer.
- Mark reported the District and FA agreed Adjunct Equity and Overload Money is about 7.68%. District Payroll will issue the money in the May 10<sup>th</sup> (adjunct) and May 30<sup>th</sup> (Full-time) paychecks.

### D. Bay Faculty Association Report (BFA)

Barbara Hanfling, David Yancey, and Frank Espinoza will attend the next meeting.

### E. Politics

- i. COPE cards  
Margaret Fieler, FA Division Representative, continues to get faculty members to sign up as COPE members.
- ii. Fundraiser for Ron Lind  
Barbara Hanfling is meeting with Ron Lind, Trustee, to finalize 7:30am, April 26<sup>th</sup> as the new time for the fundraiser organization breakfast. Barbara will also contact other trustees about the breakfast. The fundraiser itself is scheduled for May 7<sup>th</sup>. The board agreed a good goal is for at least 50 people to attend the event. The FA will distribute flyers.

## V. Old Business

### A. Structure of Faculty Association

- i. Division of Council Representatives  
Training is scheduled for May 7<sup>th</sup> after the FA Executive Board Meeting. The board made suggestions of topics to cover, including: CFT videos, Weingarten Rights, and Union 101. Barbara will contact Pat Lerman for more suggestions.
- ii. New Faculty Dues Cards  
Nothing discussed under this section.

### B. Service Awards

Barbara Hanfling will email the criteria and a request for nominations to the faculty sometime before the end of this semester. Bill Jacobs suggested the sooner the better. Bob Wing suggested requesting faculty submit a short justification with the nomination explaining why the candidate meets the criteria. The board will present one full-time and one adjunct faculty with the award annually at the FA Picnic. Each winner will receive a certificate and a \$25 Borders Bookstore gift certificate.

### C. Name the Newsletter

Barbara Hanfling will request suggestions from faculty and students via email and in the next FA Newsletter. The winner will receive a \$25 Borders Bookstore gift certificate.

### D. Executive Board Election

Mark Newton sent an email requesting nominations from the faculty April 15<sup>th</sup>. Nominations are due April 26<sup>th</sup>.

Mark adjourned the meeting for a five-minute break.



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### VI. New Business

#### A. Accreditation Discussion

Bill Jacobs reported that he attended a meeting for accreditation with trustees, senior administrators, accreditation co-chairs, a few deans, and about 10 others. The meeting was very cordial. Topics included the role of administrators, autonomy of campus presidents, whether trustees are micromanaging, resource distribution between the district office and campuses, lack of faculty budgetary input, and the possibility of creating a vice-president office on each campus. The Chancellor was very conciliatory. After the meeting, Mike Hill approached Bill about how some of the suggestions from the meeting could be implemented. They also talked about whether the campus presidents are CEOs or CFO's and what is a transparent budget.

Rose Anna Higashi raised a concern about creating another layer of administrators. Mark said he spoke with Pauline Sager about the ratio of administrators to instructors in this district. He feels the ratio is already relatively high as compared to other community colleges (perhaps 2-3 times as high as De Anza), but Pauline disagrees and is gathering some data.

Discussion followed on "what is missing" in this district. Items discussed included: lack of educational vision as the driving force of decision-making; also, whether troubles are rooted in the structure of the administration or in the personnel within the structure; and how to make this a two college district as opposed to single college with two campuses.

To date, the FA has not formally submitted any input into the accreditation process. Mark suggested the FA submit a position paper and he asked board members to email him their ideas on the matter. Rose Anna Higashi will write the paper. Bill suggested the keywords are vision and empowerment to change.

The board reached consensus to have the Golden Handshake discussion now to accommodate the guests.

#### C. Negotiations/Contract Issues

- i. Reopener  
Negotiations start this afternoon.
- ii. Golden Handshake  
The window to request (and withdrawal) requests for the Golden Handshake is April 19<sup>th</sup> to Aug 16<sup>th</sup>. STRS released a flyer explaining that community college faculty are exempt from the mandatory waiting period and may return and teach immediately as an adjunct faculty member. The board advised faculty applying for retirement to stipulate that if STRS changes their stance, they withdrawal their application.
- iii. Transfer to EVC  
As part of a budgetary shift, three faculty members from SJCC will transfer to EVC. The District called for volunteers from SJCC faculty members willing to transfer to EVC starting in the fall. Two faculty members are interested in volunteering, however there is some concern about the availability of classes since the fall schedule is already set. If three volunteers are not found, then faculty will transfer by lowest seniority, existence of an EVC department (e.g. cosmetology instructors cannot transfer to EVC), and student need (e.g. instructor cannot transfer into a potential layoff situation). Board members from EVC were unaware of the transfers and asked Barbara Hanfling to send an informational email to EVC faculty.

#### B. Adjunct Faculty Meeting

Sarita Tamayo reported the meeting was mainly a review of adjunct contract gains. Some faculty members were disappointed to learn the district agreed to 100% parity in "concept only" and actual parity may take years. Mark Newton pointed out a rough estimate of the increase in adjunct salary over the past few years is a little over 40%.

#### D. Negotiations Dinner

The board discussed the details for tonight's dinner.

Mark Newton reported the District and FA agreed to allow Ann Lopez to take the early retirement reduced workload provision available in our contract. Ann may not have qualified under a technicality. The board members were happy that this matter was resolved through common sense and cooperation between the District and FA.



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**E. Tentative Fall 2004 Schedule**

The board reviewed the FA Executive Board tentative meeting schedule for next semester.

**F. Asilomar Conference July 6-11**

David Yancey and Debbie de la Rosa are attending.

**G. Logo Contest Request**

Paul Ortiz won the FA logo contest several months ago, but never collected his \$200 Borders gift card prize. After many failed attempts to contact Paul, the board eventually gave the gift card to Paul's instructor. Paul contacted the FA last week inquiring about the gift card. Bill Jacobs moved to explain to Paul what happened to the gift card and award him with a replacement \$100 gift card. Rose Anna Higashi seconded and the motion was approved.

**VII. Other Information**

Nothing discussed under this section.

**VIII. Next Meetings**

10:00-12:30, Friday, April 30, 2004, Room 219, Sequoia, Evergreen Valley College

10:00-12:30, Friday, May 7, 2004, College Conference Room, San José City College

**End Open Session**

Meeting was adjourned 12:30pm.

Minutes Submitted by Christopher Mathenia, FA Office Manager