



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.org

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

10:00–12:30, Friday, October 22, 2004, Large Conference Room, Student Services, San José City College

I. Call to Order

The president Mark Newton called the meeting to order at 10:12am.

A. Roll Call

- PresidentMark Newton
- Vice PresidentDavid Yancey (absent)
- Fiscal OfficerLinda Ferrell
- EVC RepresentativeFrank Espinoza
- EVC RepresentativeTeck Ky
- EVC Adjunct RepresentativeJeffrey Kirkbride
- SJCC RepresentativeBob Wing (absent)
- SJCC RepresentativeMai Le Ho
- SJCC Adjunct Representativevacant

Guests: Maria Fuentes (Trustee), Patrick Butler (Grievance Officer), Barbara Hanfling (Executive Director), Christopher Mathenia (Office Manager)

B. Approval of Agenda

Frank Espinoza moved to approve the agenda and Linda Ferrell seconded. The agenda was approved unanimously.

II. Approval of Minutes

Approval of Minutes was deferred to the next meeting.

III. Membership Concerns

- Mark Newton reported faculty are having trouble with the district email system. He will contact ITSS.
- Teck Ky voiced a concern from Ron Fischer that the FA Picnic didn't have enough games and was too political. Barbara Hanfling will contact Ron during the planning of the next picnic to get his help in setting up more games.
- Jeffrey Kirkbride reported that rainwater accumulates in faculty offices, hallways and in some EVC buildings, including the newer Sequoia Nursing building, the Montgomery Hill Observatory, and the Acacia building. Despite the repeated resealing of door jams and use of sandbags, the accumulation of rainwater has continued for a year in the Observatory, two years in Sequoia, and five years in Acacia. It is creating a mold problem. Board members expressed concern over the health implications related to mold. Jeffrey has repeatedly reported the issue to the administration and now plans to contact Trustee Richard Hobbs. Barbara Hanfling will advise the Board of Trustees at their next meeting.

During the discussion, Barbara mentioned David Ames agreed to FA representation on the EVC Safety/Facilities Committee. EVC Representatives Frank Espinoza, Teck Ky, and Jeffrey will think about potential representatives for the committee.

IV. Reports

A. President's Report

Mark Newton reported:

- Mark and Barbara Hanfling met with Interim Chancellor Sylvia Andrew. Sylvia spoke about reaching out to disenfranchised groups.
- Jon Kangas is the EVC Acting President.
- Mark and Barbara Hanfling met with Mike Hill. Mike reported the District is broke, which is what he frequently says at this time of year. He predicts a deficit of about \$2.5 million next year, and about a \$1.5 deficit this year.
- Mark and Patrick Butler attended a meeting concerning safety on the SJCC campus. Others in attendance included Chui Tsang, the SJCC President, deans, and the chief of police. Mark and Patrick expressed concern that campus crime trends are not accurate since incidents under a \$500 loss are not reported.
- Linda Ferrell is concerned about how the administration and campus police handled two incidents recently in the SJCC Technology Building: a bomb threat was disregarded, and no action taken based solely on a guess that the threat was a hoax; also, a man in a class started threatening faculty and students. Some faculty were told to evacuate students, others to lock down their classrooms, and others were not told anything. The SJCC Safety Committee must update emergency procedures and educate the campus community so standard processes are implemented in emergency situations.



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- Faculty, staff, and students do not know how to handle sexual harassment complaints. Students should go to Zeke Garcia. Faculty and staff should go to Claudia Consigny; she is the Title V, Sexual Harassment Officer. Barbara Hanfling will put an article in the next issue of *Faculty Matters* with information on how to handle sexual harassment.

B. Fiscal Officer's Report

Linda Ferrell reported:

- The FA received a quote for worker's compensation coverage from the State Compensation Insurance Fund to cover the FA staff. Also, non-profit organizations are required to cover the president, secretary (vice-president), and treasurer (fiscal officer), however Linda is requesting an exception since the District's plan may cover the board members.
- Linda, David Yancey, and Mark Newton are designated signers for the FA checking account. Teck Ky moved to designate Barbara Hanfling as an additional signer on the FA checking account. Frank Espinoza seconded the motion and it was approved unanimously. Linda negotiated the bank require two signatures for FA checks.
- Linda Ferrell motioned to move the COPE checking account to CoAmerica Bank. Mai le Ho seconded the motion and it was approved unanimously.

C. Executive Director's Report

Barbara Hanfling reported:

- Vilya McKee says adding overload and sick leave information to pay-stubs will cost the district \$9,000. Teck Ky pointed out that information is available on the district intranet.
- Barbara and Mark Newton will meet with SJCC President Chui Tsang on a monthly basis.
- The Board consented to starting the next FA Executive Board meeting on November 5th at 9am to accommodate Randy Okamura's schedule. Randy will be sworn in as a Trustee November 30th.

D. Bay Faculty Association Report (BFA)

Mark Newton and Frank Espinoza are attending the next meeting.

E. Guests

Maria Fuentes is arriving soon. The meeting will continue with the agenda until she arrives.

V. Old Business

A. Structure of AFT 6157

- i. New Faculty: Teck Ky completed getting signatures for all the new faculty he was assigned.

VI. New Business

A. Negotiations/Contract Issues

- Barbara Hanfling will put a report in the next issue of *Faculty Matters* concerning what other districts have received over the last four years.
- Faculty do not need FSAs to teach a subject. Faculty only need to meet minimum qualifications established either by the state, or by the District and approved by the Academic Senate plus recency/competency (see Article 23.6. The FA is working with the district to update FSAs and FSA language in the contract.

B. Accreditation Summary

- Barbara Hanfling, along with other constituency leaders was called into a meeting when the Interim Chancellor Sylvia Andrew was forced to select a new very short-term interim EVC President. Accreditation calls for trustees to set policy while the chancellor makes decisions.
- Candidates for Vice-Chancellor of Human Resources will answer questions from faculty members at campus forums. Faculty will anonymously submit evaluation forms for the candidates to the chancellor. Mai Le Ho emphasized the importance of faculty to participate in this process to assert their opinions. Patrick Butler would like to see more candidates' resumes.

C. Trust Committee Questions

Mark Newton reported the committee is working on a new draft of the Trust Survey.

D. Safety Concerns

Nothing discussed under this section.



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E. Appointment of FA Representative to Chancellor Job Responsibility Group

The Chancellor Job Responsibility Group is not the Hiring Committee and will be responsible for creating a job description. After faculty input, the Board of Trustees would like to approve the chancellor job description at the December 6th meeting and begin advertising in January. Frank Espinoza nominated Mark Newton as the FA representative on the Chancellor Job Responsibility Group. Mai Le Ho seconded the motion and it was approved unanimously.

F. Overload Interpretation

Nothing discussed under this section.

VII. Other Information

Maria Fuentes arrived and discussed various issues with the FA Executive Board.

VIII. Next Meetings

10:00-12:30, Friday, November 5, 2004, Large Conference Room Student Services, San José City College

End Open Session

Mark Newton adjourned the meeting at 1:10 pm.

Minutes Submitted by Christopher Mathenia, FA Office Manager