



San Jose/Evergreen Faculty Association, AFT 6157

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

9:30-12:30, Friday, May 27, 2005, Room 219, Sequoia, Evergreen Valley College

I. Call to Order

Vice President David Yancey called the meeting to order at 9:44am.

A. Roll Call

President.....Mark Newton (excused)
 Vice PresidentDavid Yancey
 Fiscal Officer.....Linda Ferrell
 EVC RepresentativeFrank Espinoza
 EVC RepresentativeTeck Ky
 EVC Adjunct RepresentativeJeffrey Kirkbride (excused)
 SJCC RepresentativeBob Wing
 SJCC RepresentativeMaile Ho
 SJCC Adjunct RepresentativeNabeel Atique (excused)

Also Present: Jim Kelly, Harry Lichtbach, Margaret Goka, Bill Jacobs (FA Retirement Chairperson), Patrick Butler (FA Grievance Officer), Barbara Hanfling (Executive Director), and Christopher Mathenia (Office Manager)

B. Approval of Agenda

Bob Wing moved to approve the agenda. Frank Espinoza seconded and the agenda was approved unanimously.

C. Approval of Minutes

- Linda Ferrell moved to approve the April 29, 2005 meeting minutes. Teck Ky seconded and the minutes were approved unanimously.
- Frank Espinoza suggested a minor correction. Linda Ferrell moved to approve the May 13, 2005 meeting minutes as amended. Frank Espinoza seconded and the minutes were approved unanimously.

II. Membership Concerns

- Harry Lichtbach voiced a concern about the five-minute passing time between classes. Some students must travel across campus in between classes.
- Harry also voiced a concern about the loss of a “finals week.” Scheduling a final can be difficult for some instructors.
- Lastly, Harry informed the Board that the EVC Academic Senate passed a resolution requesting the chancellor to update the District’s Equivalency Policy. The policy should be consistent throughout the District. Discussion followed on how equivalencies currently function. Patrick Butler is on a committee that is reviewing District policies. David Yancey suggested Patrick provide the Board with status reports; Patrick agreed. Barbara Hanfling wants the FA involved in updating the District’s policies. She also pointed out that anyone sitting on an equivalency evaluation committee should be trained. Discussion followed on the arbitrary nature of equivalencies. Bob Wing suggested adding this concern to future meeting agendas for further discussion.
- Frank Espinoza voiced a concern over the job description for the Interim Dean of Counseling. Specifically, it identifies the dean as the “supervisor” of all counselors. Frank asked whether this language is the norm. Barbara Hanfling will check other job descriptions, particularly where non-instructional faculty are concerned. The Board agreed language such as “administrator in charge” would be more appropriate.

III. Reports

A. President’s Report

Mark Newton is not attending this FA meeting. He is a member of a hiring committee and it is currently meeting.

B. Fiscal Officer’s Report

Linda Ferrell reported:

- Linda presented the Board with a 2004-05 FA Budget Report and a proposed 2005-06 FA Budget. David Yancey pointed out 2004-05 attorney expenses are under budget. The Board credited Patrick Butler, Barbara Hanfling, and Patrice Lerman, CFT Field Representative, for working to resolve issues without the attorney. Teck Ky and the Board thanked Linda for all her work in providing the Board with a detailed budget. Frank Espinoza moved to approve the 2005-06 FA Budget. Maile Ho seconded the motion and it passed unanimously.
- Linda informed the Board that the AFT is requiring each local to have an annual internal audit. An Audit Committee consisting of FA members may perform the audit. Teck Ky agreed to help put this committee together.



- Bob Wing asked about the status of the AFT membership database. David Yancey expressed concern over privacy issues. Discussion followed on a possible opt-out option. Margaret Goka requested to opt-out of everything. Barbara Hanfling explained the AFT database is a valuable tool that is used to mail information to the membership.

C. Executive Director’s Report

Barbara Hanfling reported:

- Marc Sola is hosting a barbeque on June 11th to celebrate the contract ratification.
- The District agreed in principle to pay faculty for work on committees that meet over the summer. The rate of pay is under consideration. Barbara is meeting with the District on the issue. Barbara suggested faculty always request payment for work done over the summer.
- Barbara and Mark Newton had a productive meeting with Trustee Richard Hobbs. Richard requested to revise his letter meant for publication in the FA newsletter, *Faculty Matters*. The FA agreed to publish the letter.

D. Bay Faculty Association Report (BFA)

No discussion under this section.

E. Retiree Report

Bill Jacobs reported he is planning a retiree meeting this summer. Barbara Hanfling will help set up the meeting.

IV. Old Business

A. Structure of Faculty Association

- i. New Faculty Association Members
The Board acknowledged Teck Ky’s efforts and success with signing up new faculty members.
- ii. Council of Division Representatives
Barbara Hanfling reported there are currently no EVC adjunct members and no representative from SJCC Counseling. The Board will work over the summer to compile a list of potential members. Frank Espinoza pointed out the restructuring of the campuses will require a restructuring of the Council. Harry Lichtbach said that some faculty are not members of a division and report directly to the campus president. He added the EVC Academic Senate (AS) is working to assure these faculty are represented in the EVC AS.

B. Administrative Positions: EVC President, HR Director, Chancellor

- The District announced David Wain Coon as the new EVC President. The FA is ready to work with him.
- The hiring committee for the Human Resources Director appears stalled. There are numerous issues that are slowing down the process. Additionally, the Trustees are pushing to get student representatives on the committee.
- Two candidates are under consideration for the Chancellor position. SJCC President Chui Tsang is a finalist.

C. Update on Discrimination Procedure

The FA worked with Discrimination Director Arturo Ocampo to update the discrimination procedure, however Arturo wants to add language allowing for anonymous complaints. The FA is strongly against anonymous complaints. The FA is waiting for a response from the District. The District is currently working from the old discrimination procedures.

D. Hiring Procedures: Committee meeting with HR

The ad hoc committee has no scheduled meetings. The District is currently working from the old hiring procedures.

V. New Business

A. Fall Schedule

Barbara Hanfling presented the Board with a proposed Fall FA meeting schedule. By consensus the Board approved the schedule.

B. Negotiations Release Time (Fall 2005, Spring 2006)

The Board consented on how to disperse the allotted 1.6 release time:

- President .4
- Grievance Officer .3
- Negotiations .3
- Negotiations .3
- Negotiations .3



C. Replacement for Wilbur Mellema on the IIC

Patrick Butler contacted Javier Chapa and he agreed to participate on the IIC. Patrick noted the IIC focuses on individual plans. The Board reached consensus to approve Javier Chapa as the FA representative on the IIC.

D. Delegate to Labor Council (Jim Kelly)

The FA has some vacant delegate seats on the South Bay AFL-CIO Labor Council, which meets monthly. Jim Kelly regularly attends the Council meetings and volunteered to be an FA delegate. Mark Newton is a member of the Labor Council Executive Board. Bob Wing motioned to appoint Jim Kelly as an FA delegate to the Labor Council. Linda Ferrell seconded and the Board approved the motion unanimously.

E. Request for Contribution for Labor Studies Coordinator

Barbara Hanfling reported that Phaedra Ellis-Lampkins, South Bay AFL-CIO Labor Council Executive Officer, is requesting contributions in order to maintain the labor studies coordinator position. Jim Kelly spoke in support of the FA supporting Labor Studies and the coordinator position. Additionally, he reported that Phaedra is meeting with SJCC President Chui Tsang to request matching funds for the position. Frank Espinoza asked how Labor Studies previously funded the coordinator position. Jim reported that the District previously funded the coordinator position, but currently cut it from the budget. Linda Ferrell asked if the contribution is one-time or needed annually. Jim clarified current contributions are intended to fund the position for this year and the next. Maile Ho asked about the status of student enrollment. Jim reported 10-15 students enroll per semester per class. Patrick Butler added that the SJCC Academic Senate recently rejected a proposal for a management certificate, because it lacked a requirement for a Labor Studies course. Barbara Hanfling contacted CFT Field Representative Patrice Lerman on the legality of the contribution. Patrice informed the FA that since the contribution is not to the college, but to a Labor Studies Foundation, a contribution from the FA's general fund is legal. She also emphasized this is not a political contribution and cannot come from the FA COPE fund. After further discussion on an amount, Linda Ferrell motioned to contribute \$600 to the Labor Studies Foundation in support of the coordinator position. Frank Espinoza seconded and the motion carried unanimously.

F. Picnic

Barbara Hanfling is requesting volunteers for the Annual FA Picnic Committee. Debbie De La Rosa is chairing the committee. Bill Jacobs will again take charge of cooking with help from David Yancey and Sterling Warner.

G. Newsletter Editorial Board

No discussion under this section

VI. Other Information

- Teck Ky asked what is the maximum number of students allowed on a class waitlist. David Yancey answered there is no limit. Teck suggested once the list gets to 40-50-60 students or some maximum, then another section should open. Perhaps this is an issue for a Vice President of Instruction. Discussion followed.
- Patrick Butler reported that he is representing the SJCC Academic Senate on an ad hoc committee reviewing the District Policy Manual. Barbara Hanfling and Mark Newton are the FA representatives. Ken Wesson is management's representative. Other members include Trustees: Autumn Gutierrez, Richard Hobbs, and Ron Lind. Patrick noted they are using a good template that meets all the requirements. The policy is 900 pages and very old. The committee will work through the summer.

VII. Good and Welfare

Teck Ky suggested sending a letter to the family of Linda Gonzalez acknowledging her passing. Barbara Hanfling noted the family has not announced where to send condolences. Barbara will include a note in the next *Faculty Matters*.

End Open Session

FA COPE MEETING

COPE meeting not called to order.

David Yancey adjourned the meeting at 12:25pm.

Minutes Submitted by Christopher Mathenia, FA Office Manager