



**Yosemite
Faculty
Association**

YOSEMITE FACULTY ASSOCIATION (YFA) Representative Council Meeting

Date: Wednesday, October 11, 2006

Location: Faculty Lounge, E. Campus

APPROVED MINUTES

Respectfully submitted by
Sandra Joan Woodside
YFA Secretary

Members Present: 21

EXECUTIVE BOARD:

(1), Jillian Daly, (2) Cece Hudelson-Putnam, (3) Alan Layne, (4) Nancy Sill, (5) Mike Smedshammer, (6) Gene Womble, and (7) Sandra Woodside.

REP COUNCIL:

(8) John Mendes, (9) David Nordin, (10) Paul Berger, (11) Bobby Hutchison, (12) Linda Kropp, (13) Laurie Prusso, (14) Wendy Griffiths-Bender, (15) Emily Malsam, (16) Larry Scheg, (17) David Ward, (18) Brian Sanders, (19) Hanna Louie, (20) Donna Louie, (21) Jon Kropp
Non-Voting Members: Michael Akard, David Baggett

ABSENT: Jim Stevens

A Quorum was established.

Guest: Daniel Keller, Co-Chair, YFA/YCCD Workload Appeals Committee

The meeting was called to order by President Jillian Daly at 3:00pm.

MINUTES Approval of the March 15, 2006 and Sept. 13, 2006 Minutes

The March 15, 2006 minutes were approved as written.

The Sept. 13, 2006 minutes were approved with the following corrections: Page 1: Add to the list of members present, David Ward and Bobby Hutchison. Correct the spelling of Bobby Hutchison's name on page 4, Item 5, **YFA Dues---Decrease?** (Nancy Sill), paragraph 2, line 4.

MOTION: Alan Layne/Brian Sanders

M/S/C : "That the Minutes of March 15, 2006 be approved as written and that the Minutes of September 13, 2006 be approved as corrected."

DISCUSSION ITEMS

1. Workload Appeals Process (Dan Keller)

Dan Keller, Faculty CoChair of the Workload Appeals Committee gave a presentation on the activities of the Workload Appeals Committee in reference to formulating a workload appeals process. He provided a quick overview of the creation of the committee for new faculty representatives on the council.

Two years ago, the ad hoc committee was set up and became official with Sideletter 16. The purpose of the committee is to hear individual appeals for workload; it is designed to change workload baseline load. The committee is made up of ten people: five faculty and five administrators. This has proven to be cumbersome. The sideletter stipulates all members must be present to conduct official business, consequently everything has been unofficial since there has yet to be a meeting where all members can be present.

Professor Keller then presented a process document drafted by the Workload Appeals committee. Much discussion ensued regarding the purpose and charge of the committee.

There was concern regarding a lack of appeal if faculty disagreed with the committee's determination of workload.

Sideletter 16 will be integrated into the next contract and become binding for the existence of the contract. It is, therefore, imperative the committee firmly establish itself and its processes before that time.

It was resolved there would be a follow-up meeting between Professor Keller and the YFA Executive Committee to further clarify purpose and charge of the committee. The Workload Appeals Committee meets again in November, and Professor Keller will return to the YFA Representative Council after that to provide an update.

2. YFA Retreat Discussion (Faculty Evaluation)

YFA sponsored a retreat for Rep Council Faculty and Deans and VPs from both colleges on September 29, 2006. The purpose of the retreat was to discuss on-going concerns regarding the faculty evaluation process. Because there are many relatively new Deans, review of the contract, discussion of process, and inviting feedback on ways the contract language might be strengthened and/or clarified became the primary focus of the day.

Professor Alan Layne commented that it was a productive day in that both the Deans and YFA shared the same point of view and the Deans also realized how much they need training in the evaluation process. Because they have lost their mentor Deans, the current Deans are learning as they go and have received little training.

From the YFA perspective, executive and representative council members acknowledged we are working hard to put clarity into the contract language

Because contract language concerning evaluations is part of the bargaining process, the Bargaining Team requested feedback on the Faculty Evaluation Report Form for tenured faculty. Suggestions have been made to add a Satisfactory with Recommendations for Improvement on the tenured faculty evaluation form. A check box on the form is a potential solution to the concern of some Deans (and faculty). Chancellor Hodges would like to have training for Deans on progressive discipline.

The consensus of the group is to deal with problems we already have and not to make any substantive changes at this time. Since this an area that can be revisited, the collective suggestion of the group is to ensure the Deans are first trained and following process, then decide what needs to be fixed in the process and then discuss what needs to be done from there. In the meantime, both Deans and faculty agree that more training needs to take place.

By a show of hands, thirteen members voted to pull the issue of Satisfactory Needs Improvement and not modify the Evaluation Report Form for tenured faculty.

It will become important for faculty to discuss how to effectively deal with tenured colleagues who need improvement. However, this is, perhaps a discussion that needs to occur in both Academic Senate and YFA.

Cece Huddleson-Putnam reminded the group there is Faculty Peer Evaluation Training in Forum 102, Oct 12.

3. Shared Governance Agreement Document Reports

President Daly decided to put off discussion of the shared governance documents report until next meeting. Representatives are requested to report on the status of these documents at the next meeting. The deadline was last December, then Spring, and now, they need to be completed by the end of this fall. There is language in the contract that states they are to be reviewed. Representatives are to inform their Deans that YFA is the repository to hold those documents. Consequently, they need to ensure there is an updated copy in YFA office.

President Daly will e-mail Lit and Lang forms to the Council representatives as a model for the divisional shared governance documents.

4. YFA Dues Discussion

The YFA By-laws call for a review of the YFA dues structure. Several years ago, dues were raised to ensure the financial solvency of the organization since we are an independent association.

MOTION: John Mendes, Jon Kropp

M/S/C: That the dues be kept at their current rate at \$550 per year, and the Representative Council will review them again in three years as required in the bylaws.

5. Interest Based Bargaining

Negotiations are moving forward with the help of a facilitator.

After each bargaining meeting, a Table Talk email will be sent out to faculty. This is a joint communiqué from the District and YFA. It is designed to provide “check in and rumor control.”

The Bargaining Team feels they are making good progress, although they have not achieved any results as of yet. IBB forces fact-finding. If an issue is brought to the table, the side that raises the issue is forced to back up their position with data. The YFA Bargaining Team thinks this is a positive since they have had great difficulty, in the past, getting District to back up claims that have been made.

6. 2007-2008 Academic Calendar

The Calendar Committee has offered the choice of Friday or Monday for the Lincoln Holiday during the 2007-2008 academic year.

MOTION: Wendy Griffiths-Bender, Alan Layne.

M/S/C: That Feb 15 be Lincoln’s Holiday to create a four day weekend.

7. A Possible Resolution for Moving District Board Meetings to Tuesday

The District Board originally met on Tuesdays, but at some point this was changed to Wednesdays. The change impacts YFA’s ability to get to the meeting. President Daly was asking for support in requesting the Board of Trustees consider moving their meetings back to Tuesdays.

The recommendation of the Representative Council was to start with a conversation, and move to a more forceful position if need be.

8. Planning Summary Priorities

In preparation for College Council, President Daly reviewed the list of priorities from the Planning Document provided by President Rose.

Academic Senate’s list of priorities was made available to the Representative Council. President Daly indicated, upon the recommendation of the Council, that she would select out YFA issues and e-mail them to the Representative Council members.

REPORTS:

TREASURER: Nancy Sill provided a quick update on the YFA Audit meeting. We have been steadily improving and there are still some issues that are on-going. In general, we need backup for everything requested.

PAC: Professor Huddleson-Putnam reported on the PAC Forum which she thought worked well with CSEA. Ten CSEA members and 2 faculty attended. All candidates were pro-building campus satellites even if there were no students. Based on the forum, PAC members will be voting on whom to support. Based on PAC By-Laws, the PAC Board counts votes. The candidate contacts PAC to ask for money after they have been endorsed. Once contacted by the candidate, the board decides how much money to give to their campaign.

The PAC Chair position is coming up for election.

COLUMBIA VICE PRESIDENT: Gene Womble left for the District Board meeting and was unavailable to report on Columbia issues at this time.

President Jim Riggs is retreating back to the classroom, but has taken leave for Spring.

Side Note:

The YFA Representative Council discussed Dr. Riggs return to the classroom, as well as the three positions used for retreating administrators at MJC, highlight a contractual concern on the impact of retreat rights on current hiring practices at both colleges.

The right of retreat can be reviewed in Sideletter 4 of the current YFA/YCCD Contract and is currently being reviewed in negotiations.

Meeting adjourned 5:20pm.