



AFT Local 6262, Part-Time Faculty United

AFT Executive Board Meeting, June 11th, 2016

Attending: Amy Foote, Kerry Osborne, Dan Portillo, Ruth Rassool, Robert Wonser, Frank de los Reyes, and Patricia Medina.

Item 1, Call Meeting to Order:

The AFT Executive Board Meeting was called to order at 8:45 a.m. on Saturday, June 11th, 2016 by President Amy Foote in HSLH-215.

Item 2, Approval of the Agenda:

The following items were added: Item 5b, constant contact; Item 7a, copies of Constitution; and Item 7b, Linda Cushing Scholarship. Kerry made the motion to approve the agenda as amended; second, Robert. The motion was approved by all and it carried.

Item 3, Approval of the Draft Minutes for May 14th, 2016:

An electronic copy of the draft minutes had been sent to all Executive Board members for review. Ruth made the motion to approve the minutes, Frank seconded the motion, and it carried as approved by all.

Item 4, Report from the President – Amy Foote:

a. Summer School CFT/AFT Conference

Amy was awarded a \$625 scholarship to attend summer school; the Local will pay \$225. It will take one week, 8:30 a.m. to 5:00 p.m. with assignments and homework. Our Local will prepare an audit (by Treasurer) to fulfill a requirement for future participation in the AFT Conference. An application for “Pride of the Union” award will be submitted by Amy to the AFT Convention organizers; no attendance was necessary for this award (Mike Terman or Jessica Ulstad may receive it in the representation of our Local).

b. Building Power Team/Membership

The program ended May 31st. Membership reached, 75%, exceeded the goal of 70%; other goals were also met: contact sheets outlining issues of interest, opportunities to participate, etc. were collected and entered in KNACK. Erin Africa and Kimberly Bonfiglio expressed interest in continuing participation with membership engagement. CFT had sent an email informing of new membership applications which had the life insurance changed from \$10,000 to \$5,000 benefit.

c. SCI Grant

This grant will be used for membership engagement, for recruitment of faculty to committee participation, among other issues. The grant will be distributed between fall 2016 and spring 2017 among faculty who want to work or volunteer in activism. As a result of data collection from contact sheets, several potential leaders and activists have been identified and will be contacted. Erin Africa will be willing to participate in the grant, based on her availability. First orientation will be July 6th from 11:00 a.m. to 1:00 p.m. in Burbank to go over the proposal to get more engagement in the COPE fund, for committees, and development of workshops. Amy, Erin, and Patricia will be attending, probably also Kerry. Amy will prepare a plan of the structure and goals of the grant over the following week to present to the Board and she will find out about details on the grant money. The work will start this summer.

d. Summer plans/work

Kimberly will be sent to training as a potential E-Board officer; Robert is not likely to teach during the fall. Work to be completed:

- Adjunct's office:
 - clean up – July 22nd
 - carpet will be cleaned by maintenance
 - restock supplies
 - clean out cabinets (email will be sent to adjuncts)
- AFT office clean up (phones now working) – July 15th
- Prepare a list of summer adjuncts for recruitment
- Members without a form need to be reached (Dan and Amy in July)
- Determine dates for fall workshops (EDD, health insurance, voice projection, know your contract)
- Prepare for new adjunct orientation (8/16 at CCC, and 8/17 at Valencia from 6:00 to 8:30 p.m.; prepare packets – July 15th)
- AFT business cards for conventions and meetings – Kerry will bring the ones she made at home but we may need a nicer quality; Kerry will send the image for review and approval
- Department Representative Recruits – spokesperson for the union who will be covered in part by the SCI grant; this position needs a job description (involved in department retreats, email for constitution committees, etc); departments to be represented: Communication, Economy, History, Photography, Library, Media Entertainment and Art, Psychology, Language Arts, English, Theater, Administration of Justice, Nursing, Mathematics,

Biology, Philosophy, Physics, Liberal Arts. Potential leaders: Paul Osmtead (Economics), he is an active union member at Moorpark; David Stears (Theater) is a potential leader for negotiation committee; and Carlos Pinho (Administration of Justice) is a potential leaders for grievance committee.

- Committees needed: Workshop (under Outreach), Department Representation (under Member action), Membership, Negotiations. Ruth moved that relevant Vice Presidents create committees for the four areas just mentioned to include up to two unit members with stipends for completed work. Second; Kerry. The motion was favored by all and it passed. Kerry volunteered to put the Workshop committee together and hand it down to the new Outreach member. Amy will send the list of recruits to Ruth (dates to be determined on Item 9). KNACK will be used to find the recruits.

Item 5, Report from the Vice President of Negotiations – Kerry Osborne:

a. Updates

Kerry uploaded the newly ratified Contract and Constitution. She would like to push for negotiations to begin no later than October, but meetings with the District to begin in September (the earlier we begin the greater to chances to have an open calendar). Michael Wilding will retire this summer and Diane Fiero will be the next chief negotiator. Issues for upcoming negotiations:

- Maximum FLEX hours to be different for presenters as compared to attendees to increase the involvement of adjunct faculty on teaching workshops
- Seniority (AB 1690): bill came out of legislature and it will be voted on; we want to advocate for it by motivating to contact State representatives to vote for it. The bill entails:
 - Provisions for evaluations guidelines (we have something better); this cover cases where there is no bargaining unit
 - Pressuring the District to either accept our negotiations or what the State says. The Local needs the support from membership, otherwise only the minimal State guidelines will be received
- Amy will add seniority to the member interest commitment cards for the fall semester

b. Constant Contact

There has been no maintenance on the email blast list; nobody knows how to add names to it. Web-based “Constant Contact” allows log in for multiple people, it replaces the blast list to allow for reply, it has unlimited use, it produces bounce reports (who opened the email, or if it did not go through) and keeps records, it can be updated every semester, notes and links can be added (Dan and Kerry will work on this). There is a free, user friendly video training; Kerry will get it started and transfer it to the next Outreach leader.

c. Lecture : Lab Parity Ratio Issue

Full time faculty successfully negotiated a one to one ratio between lecture and lab hours; as a result of this change on their load, the part time faculty load got reduced from 13.5 to 10 teaching units. At a meeting with the District, the Local claimed this was an unfair labor practice (ULP). Amy met with full time faculty and they expressed being sorry and they would have requested paid parity rather than changing the load ratio. The Local asked the District to agree on overloads to those adjuncts affected in the fall semester but there was no agreement. Tentative next step: hosting a teleconference (CCC confer) to share the information as requested by full time faculty with part time faculty (may be from the Theater department, which was one of the most affected). If the District was faced with the need to hire more adjunct faculty, the percentage of part time faculty would increase and this was actually not an issue for the District, as researched by Amy and Kerry, therefore there would be nothing else to do about this issue. Amy will be attending a meeting on July 8th involving unions that represent only part time faculty.

Item 6, Report from Interim Vice President of Membership – Dan Portillo:

a. Newsletter

The Newsletter covered only one page. Kerry will put it in the template for Constant Contact and it will be blasted to all E-Board members for review. He will add that the Constitution was ratified, as well as information on the Linda Cushing scholarship. SCI grant information will not be included yet until after the first SCI meeting is held.

b. Membership update

Membership issues needed to be resolved or information updated.

Item 7, Report from Vice President of Communication – Ruth Rassool:

a. Constitution ratified

Results of the ratification: participation was 29% (Aye 122, Nay 2); according to CFT leaders, 25% was considered good participation. Copies of the ratified Constitution are needed for the executive board members. Two interim positions will be available for fall; this requires a call for nominations and a description of the duties. If one person expresses interest, the President can appoint him/her; however, if more members show interest then an election would be needed, or a vote would be casted as a team. Interim positions are for one year until spring 2017 elections. Amy will prepare a letter of interest with the duties for the three positions (Robert's and Dan's were not interim positions). Ballot Bin may be used again as it worked well in the past.

b. Linda Cushing Scholarship

Financial Aid used the previous language regarding the scholarship; they did not specify that this was a memorial scholarship. They did not invite AFT; the Local will keep control of this scholarship rather than handing it out to COC scholarships.

Item 8, Report from Secretary – Patricia Medina:

a. Results from Healthcare and EDD workshops

Commitment cards were handed out at the workshops; members were interested on keeping these workshops on a continuous basis every semester for those who could not attend.

Item 9, New Business – All:

a. Future Board meetings

Fall semester begins 8/22; the retreat was scheduled to 8/27 at 8:30 a.m. AFT office. An email blast should be sent out regarding the opening of VP of Grievance so that Robert may train the new member. Amy will be out next week, all her emails will be forwarded to Kerry.

-----*Closed Session*-----

Item 1, Report from Treasurer – Frank de los Reyes:

a. Monthly Financial Statement

Confidential

b. Officer Finances

Confidential

Item 2, Report from Interim Vice President of Grievance – Robert Wonser:

a. Department A & B update – Robert Wonser

Problem in Department A resolved itself as the adjunct found a job somewhere else. An adjunct from Department B requested a re-evaluation in fall; Robert has not received a response from Human Resources; he will keep trying to communicate with them to approve the second evaluation.

b. Department C – Amy Foote

The individual's issue was taken to level 2; fall classes were received and a fall evaluation will be given. The issue was considered closed. Kerry suggested obtaining a follow up on any repercussions on these grievances.

Item 3, Adjournment:

The AFT Local 6262 executive board meeting of June 11th, 2016 was adjourned at 11:14 a.m.