

**MINUTES OF THE CCFA REP COUNCIL MEETING ON
February 27, 2017
BEB 204, 12:30 p.m. to 2 p.m.**

REPS ATTENDING FROM THE FOLLOWING SCHOOLS:

1. ADJUNCT FACULTY

- a) Luke Gunderson, present
- b) Manar Hijaz, present

2. BUSINESS & APPLIED TECHNOLOGY

- a) Steve Siedschlag, absent
- b) Bruce Osburn, present

3. COLLEGE & STUDENT SERVICES

- a) Wendy Whitney, present
- b) Karina Jabalera, present

4. HEALTH SCIENCES

- a) Sandra Clay, present
- b) Rachel Arciniega, absent

5. LANGUAGE ARTS

- a) Sean Connelly, absent
- b) Stephen Calebotta, present

6. INSTRUCTIONAL SUPPORT

- a) Greg Creel (CCFA Negotiator), present
- b) Tom Vitzelio, present

7. MATHEMATICS & SCIENCE

- a) Wafa Yazigi, absent
- b) Rod Elsdon (CCFA Negotiator), present

8. PAC AT-LARGE

- a) Vacant

9. SOCIAL & BEHAVIORAL SCIENCES

- a) Kevin Cameron, present
- b) Vince Nobile, present

10. VISUAL, PERFORMING, & COMMUNICATION ARTS

- a) Erik Jacobson, present
- b) Cynde Balent, present

VISITOR(S):

Sue Herman, Nursing/CCFA Negotiator
Robin Ikeda, Biology

OFFICERS/COMMITTEE CHAIRS:

- 1. **PRESIDENT:** Bret McMurrin (652-6268), present
Social and Behavioral Sciences

- 2. **VICE PRESIDENT:** Rod Elsdon, present
Mathematics and Science

- 3. **SECRETARY:** Paula Snyder, present
Social and Behavioral Sciences

- 4. **TREASURER:** Diana Cosand, present
Mathematics and Science

- 5. **MEMBERSHIP CHAIR:** Jonathan Ausubel, present
Language Arts

- 6. **GRIEVANCE OFFICERS:** Jonathan Ausubel (652-6937), present
Language Arts

Paula Snyder (652-6276), present
Social and Behavioral Sciences

- 7. **PAC CHAIR:** Marlene Soto, present
Health Sciences

- 8. **PAC TREASURER:** Cynthia Parker, absent
Social and Behavioral Sciences

I. Call to order

President McMurrin called the Representative Council to order at 12:37 p.m.

II. Approval of minutes: February 6, 2017

It was moved by Representative Gunderson and seconded by Representative Cameron to approve the February 6 minutes. The motion has carried.

III. President's Report

A. CCA Winter Conference

Five CCFA delegates attended the Community College Association's Winter Conference. All attendees reported a positive experience. Particularly relevant were discussions of list serves on the state and national levels, budgetary issues, and other topics important to negotiation.

B. Personal Business Days

President McMurrin clarified the use of leave. Each year, full-time faculty are granted one (1) day of paid leave per month of service (Article 14.2). Six leave days per year may be designated as "Personal Necessity" leave (Article 14.5). Personal Necessity includes only reasons that cannot be performed outside of normal work hours. Two Personal Necessity leave days per year can be designated "Personal Business." Personal business days require prior notification of the FLM, but no reason should be offered, and requests for a reason from any Chaffey employee can be met with, "It's personal." Generally, leave days can be used fractionally—1, 1/2, or 1/4. Both full- and part-time faculty earn leave based on hourly work as well. Hourly leave is used on an hour-for-hour basis.

C. FOSAs

CCFA represents all faculty, but it should be clear that it does not negotiate the terms of Faculty on Special Assignment (FOSA) agreements. A faculty member who agrees to a FOSA with the District does so on a voluntary basis. The District may write a FOSA in any way that it would like. The FOSA should always be written and not a verbal agreement. A faculty member who has entered into a FOSA agreement is evaluated yearly using a special form.

D. Other

A special meeting of the Governing Board has been called for Wednesday, March 1 to discuss a personnel issue involving a faculty member.

IV. Officers' Reports

A. Treasurer: Diana Cosand

Treasurer Cosand reported the balances in CCFA's accounts. She wrote a check to Membership Chair Ausubel to compensate him for membership expenses (e.g., refreshments, Facebook promotions) in the amount of \$180.37. She also wrote a check to Negotiator Creel as compensation for binders and supplies he purchased in the amount of \$40.66.

B. Membership Chair: Jon Ausubel

There are now 104 part-time members of CCFA. CCFA is 39 members short of

100 percent membership for full-time faculty. Membership drive letters to part-time faculty are being assembled for mailing at the meeting. Letters will be mailed to full-time faculty as well.

Membership Chair Ausubel has updated the CCFA website. The minutes could not be accessed on the old website, but he has corrected that problem. In addition, he has written a short history on the Association. Send your CCFA website recommendations to Membership Chair Ausubel (jonathan.ausubel@chaffey.edu). The website address is unchanged (ccfa.us).

The CCA Conference had the largest attendance ever for a winter conference. Many members brought their children and were accommodated by CCA as it was a family friendly conference. Free childcare will be offered at the upcoming April conference to be held in Manhattan Beach. Membership Chair Ausubel reports that the best discussion was on the topic of dual enrollment. The law is unclear on this issue. Thus, CCFA should proceed with caution. High school faculty who teach these courses must meet Chaffey District minimum qualifications. They will be evaluated by Chaffey College faculty and paid at the part-time rate. Other aspects of the contract would apply, such as the mileage clauses, facilities issues, and student learning outcome assessment.

- C. Negotiators: Sue Herman, Greg Creel, Rod Elsdon and Shelly Eckvahl
Negotiations are ongoing. The Representative Council discussed whether it would be helpful to hire a researcher to assist CCFA in the negotiation process. Representative Vitzelio has moved that CCFA hire a researcher for no more than 24 hours at the non-instructional support rate; seconded by Representative Balent. The motion has carried with one abstention.

- D. Grievance Committee: Jon Ausubel, Paula Snyder and Bret McMurrin
A faculty member working for the District in a non-faculty position received a complaint from a student. The faculty member has been placed on paid administrative leave from their non-faculty and faculty positions pending an investigation.

Another investigation has been completed and the report given to Human Resources. CCFA is awaiting the results.

President McMurrin has distributed the MOU on the process of section cancellation notification. It will be passed on to the negotiators. The Representative Council will review the MOU along with the negotiators in two weeks.

V. Committee Reports

- A. Calendar Committee: Stephen Calebotta and Rod Elsdon
The Calendar Committee will meet next week about the 2018-19 calendar. Associate Superintendent Randall has agreed to have a conversation about transitioning to a 16-week semester.

- B. PAC: Marlene Soto PAC Chair
There is nothing to report.
- C. Health and Safety Committee: Katherine Wilson
President McMurrin has distributed Katherine Wilson's Health and Safety Committee report to the Council. Highlights include Student Health's statement that the flu is widespread, but flu shots are still available. Also, there was a report of flooding in the area of the Health Sciences Building.
- D. Evaluations Forms Committee: Bret McMurrin and Erik Jacobson
Evaluation forms have been finalized and will be reviewed by the negotiators.
- E. Labor, Management Committee: Greg Creel, Shelley Eckvahl and Bret McMurrin –
correct load calculations and suspended grievance
- F. Election Committee: Rod Elsdon
- G. Load Fact Finding Workgroup members – Sue Herman, Neil Watkins and Marie Boyd

VI. Old Business:

- A. Speech: Time, Place and Manner Board Policy and Procedure
- B. Dual Enrollment
- C. Readers' Group

VII. New Business:

- A. Canvas
Jonathan Ausubel reports that the District has agreed to move to Canvas. A list of questions has been sent to Associate Superintendent Randall to address faculty concerns including working condition issues. For those who teach Distance Education, switching to Canvas is expected to be labor intensive. Instructors do not necessarily have to use Canvas other than for an access point. They may teach their courses using a different platform. The reasons for dropping Moodle have been poorly articulated. Canvas is, in part, a Faculty Senate issue because that body deals with instruction. Working conditions, however, are a CCFA issue as they are addressed in the Collective Bargaining Agreement.

VIII. Floor Items:

Representative Vitzelio has announced that he is resigning his position as Instructional Support Representative on the Council. Thus, Representative Creel will need to recruit a replacement.

- IX. Adjournment:** Next Meeting – March 20, 2017
President McMurrin adjourned the Representative Council at 2 pm.