

**MINUTES OF THE CCFA REP COUNCIL MEETING ON  
May 14, 2018  
BEB 204, 12:30 p.m. to 2 p.m.**

**REPS ATTENDING FROM THE FOLLOWING FACULTY GROUPS:**

**1. ADJUNCT FACULTY**

- a) Manar Hijaz, absent
- b) Carolyn Ward, present via teleconference

**2. BUSINESS, APPLIED TECHNOLOGY & HOSPITALITY MANAGEMENT**

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

**3. COUNSELING, EOPS, DPS, KINESIOLOGY, & NUTRITION**

- a) Karina Jabalera, absent
- b) Susan Starr, absent

**4. HEALTH SCIENCES**

- a) Rachel Arciniega, present
- b) Marlene Soto, present via teleconference

**5. LANGUAGE ARTS**

- a) Sean Connelly, absent
- b) Daniel Keener, absent

**6. INSTRUCTIONAL SUPPORT & LIBRARY SERVICES**

- a) Greg Creel (CCFA Negotiator), present
- b) Mellanie Reeve, present

**7. MATHEMATICS & SCIENCE**

- a) Wafa Yazigi, present
- b) Mark Padilla, present

**8. PAC AT-LARGE**

- a) Bret McMurrin, absent

**9. SOCIAL & BEHAVIORAL SCIENCES**

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

**10. VISUAL & PERFORMING ARTS, INTERIOR DESIGN & FASHION DESIGN**

- a) Erik Jacobson, present via teleconference
- b) Cynde Balent, absent

**EQUITY TEAM REPRESENTATIVES:**

**1. HUMAN RIGHTS**

Deanna Hernandez, absent

**2. LGBTQ+**

Sheila Malone, absent

**3. WOMEN'S ISSUES**

RoseAnn Osmanian, absent

**CHINO SITE REPRESENTATIVE:**

Vacant

**FONTANA SITE REPRESENTATIVE:**

Ava Nguyen, present via teleconference

**VISITOR(S):**

Emily Avila-Teegarden, Biology

**OFFICERS/COMMITTEE CHAIRS:**

- 1. **PRESIDENT:** Jonathan Ausubel (652-6937), present  
Language Arts
- 2. **VICE PRESIDENT:** Rod Elsdon (CCFA Negotiator), present  
Mathematics and Science
- 3. **SECRETARY:** Paula Snyder, present  
Social and Behavioral Sciences

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4. **TREASURER:** Diana Cosand, present  
Mathematics and Science
5. **MEMBERSHIP CHAIR:** Luke Gunderson, present  
Social and Behavioral Sciences
6. **GRIEVANCE OFFICERS:** Jonathan Ausubel (652-6937), present  
Language Arts
- Bruce Osburn (652-6862), present  
Business, Applied Technology and Hospitality Management
- 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 Ausubel called the Representative Council to order at 12:35 p.m.

**II. Approval of minutes:** April 30, 2018 (attachment)

Representative Osburn moved to approve the April 30 minutes. Vice President Elsdon seconded the motion. The motion carried.

**III. Approval of agenda**

President Ausubel would like to revise today's agenda to designate agenda item "Matthew Musick" as an action item. Vice President Elsdon moved to approve the agenda. Representative Osburn seconded the motion. The motion carried.

**IV. Officers' Reports**

A. President: Jon Ausubel

- i) Officer & Special rep nominations for 2018-2019 (**action item**)  
(1) Membership Chair: Luke Gunderson

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President Ausubel nominated Luke Gunderson to serve a new term as Membership Chair.

(2) Grievance officer: Bruce Osburn

(a) Through Summer 2018: Paula Snyder

President Ausubel nominated Bruce Osburn to serve a new term as Grievance Officer and he nominated Paula Snyder to serve as Grievance Office through Summer 2018.

(3) PAC Chair: Marlene Soto

President Ausubel nominated Marlene Soto to serve a new term as Chairperson of the Political Action Committee.

(4) Fontana site rep: Ava Nguyen

President Ausubel nominated Ava Ngyuen to serve a new term as representative of the Fontana campus.

(5) Chino site rep: TBD

At this time, President Ausubel does not have a nominee for representative of the Chino campus.

(6) Equity team: Deanna Hernandez, Sheila Malone, Rose Ann Osmanian

President Ausubel nominated Deanna Hernandez, Sheila Malone, and Rose Ann Osmanian to serve a new term in their respective positions on the Equity Team.

Representative Creel moved to approve the nominations. Representative Reeve seconded the nomination. The motion carried.

B. Vice President: Rod Elsdon (action item)

i) Matthew Musick donation

Vice President Elsdon reported that Matthew Musick, a former, Chaffey College part-time mathematics instructor, was murdered in Pomona in January of this year. Vice President Elsdon would like to match Faculty Senate's \$500 donation to his family. Vice President Elsdon moved that CCFA donate \$500 to Matthew Musick's family. Representative Creel seconded the motion. The motion carried.

C. Secretary: Paula Snyder

There is nothing to report.

D. Treasurer: Diana Cosand

Treasurer Cosand reported the balances in CCFA accounts. She wrote three checks: The first check for \$2,000 for the joint CCFA/Faculty Senate student scholarship, a second check for \$54.09 to reimburse President Ausubel for a CCFA lunch meeting, and a third check for \$24 to Service Center One for the National Education Association Representative Assembly delegate orientation.

## V. Committee Reports

- A. Bargaining: Sue Herman, Rod Elsdon and Shelly Eckvahl
- B. By-law group—Cynde Balent, Rod Elsdon, Manar Hijaz, Bret McMurrin, Vince Nobile, & Marlene Soto
- C. Calendar: Kim George and Rod Elsdon
- D. Elections: Greg Creel, Sue Herman, and Alif Wardak
- E. Evaluations Forms Committee: Bret McMurrin and Erik Jacobson
- F. Equity Team: Deanna Hernandez, Sheila Malone, Rose Ann Osmanian
- G. Grievance Committee: Jon Ausubel, Paula Snyder and Bruce Osburn—Tier notice to PTF and coordinators; offer/no offer messages; tier loophole; Improvement plan goals
- H. Health and Safety Committee: Bret McMurrin
  - a. Class cancellation best practices
- I. Labor, Management Committee: Greg Creel, Shelley Eckvahl and Jon Ausubel – Teleconferencing between Chaffey sites; Fontana space allocation; FT/PT STRS leave conversion; field trip safety; assignment of part-time faculty; Health & Safety
- J. Membership: Luke Gunderson
- K. PAC: Marlene Soto PAC Chair

## VI. Old Business

- A. Post-commencement get-together
- B. BP & AP 3900—Speech: Time, Place, Manner (**action item**) (attachments)

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Board Policy/Administrative Policy 3900 pertaining to the time, place, and manner of campus speech have been approved by the Faculty Senate. The CCFA liaisons to this committee, Bret McMurrin and Representative Cameron, recommended approval. The speech zones are much larger than the previous BP/AP 3900 policy provided. Representative Cameron noted that there is an exemption for CCFA speech. Representative Cameron moved to approve the BP/AP 3900. Representative Creel seconded the motion. The motion carried.

C. 16-week calendar task force--Bret McMurrin & Mellanie Reeve

D. Dual Enrollment committee—Luke Gunderson & Jon Ausubel

## VII. New Business

A. By-laws amendments—Second reading (**action item**) (attachment)

a. Summer coverage

President Ausubel directed the Representative Council's attention to the second reading of the by-laws amendments. He noted that this issue would be revisited when the new by-laws are approved by CTA.

Article VI 2: Vice President Elsdon suggested that the CCFA summer coverage group be composed of the elected officers as well as the grievance officers rather than other individuals who would stand in for the Representative Council. The amendment to the by-laws indicates that any elected member of the Representative Council may be appointed to serve during the summer. Representative Osburn moved to approve article VI 2. Representative Creel seconded the motion. The motion carried. The Representative Council decided that summer designees would be the elected officers (President Ausubel, Vice President Elsdon, Treasurer Cosand, Secretary Snyder through June 30, and Emily Teegarden beginning July 1). Representatives Ward, Osburn, and Soto agreed to serve as designees for Summer 2018. President Ausubel also moved that Grievance Officer Snyder be compensated for any grievance work completed in Summer 2018. Representative Jacobson seconded the motion. The motion carried.

b. Faculty Groupings

Article VII 2.: President Ausubel directed the Representative Council's attention to the faculty groupings article. Representation on the Council is based upon how faculty are grouped. Each of the groupings shown in the amendment would have at least one representative. The discussion was tabled until Fall 2018.

B. MOU's to 2017-2020 CBA (**action item**) (attachments)

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President Ausubel distributed copies of the proposed Memoranda of Understanding (MOU) to the Representative Council.

First, 11.1.1: Medical/Hospital/Surgical Coverage

This MOU updated the name of the District's medical plan, from Kaiser Health Plan 8 to Kaiser CalPERS. Representative Osburn moved to approve the MOU. Representative Creel seconded the motion. The motion carried.

Second, 18.5.1: Health Science Director

This MOU re-inserted a sentence omitted from the collective bargaining agreement in error, which amounted to a significant change. The sentence appeared in the 2014-17 contract. President Ausubel checked with the negotiators first before proceeding with the MOU. The beginning of the second paragraph in section 18.5.1 should read, "The District reserves the right to fill Health Services director positions with qualified administrative directors rather than faculty with reassigned time." Representative Creel moved to approve the MOU. Representative Osburn seconded the motion. The motion carried.

Third, 18.5.6 (k): Coordinator Longevity

This MOU addressed some of the issues that might have arisen with the coordinator term limit. The part changed begins in the middle of the sentence with "a coordinator position." Vice President Elsdon distributed a copy of this passage from the 2014-17 collective bargaining agreement along with the same passage in the 2017-2020 collective bargaining agreement. The previous and current contracts both state that all coordinator positions will be re-advertised when a single person has served as coordinator for five consecutive years. The MOU changes "all" to "a" so that the coordinator positions will not all be on the same 5-year cycle. There was a consensus to fix this grammatical error.

The second suggested change to 18.5.6 (k) is in regard to the second part of the paragraph, which was stricken in the 2017-2020 collective bargaining agreement. Vice President Elsdon noted that the negotiators deliberately removed the sentence, "and the position has not been advertised during that time." The Representative Council voted to not re-insert the deleted half sentence.

The third change referenced the statement in the collective bargaining agreement that a coordinator who has "termed out" not be allowed to serve as coordinator of any discipline area for a period of five years. The MOU proposed that the coordinator should not be allowed to coordinate the same discipline areas for five years unless he or she is the only applicant. Vice President Elsdon pointed out that this language would allow a coordinator to apply for a coordinator position and serve another 5 years in another discipline area immediately following a 5-year term. President Ausubel commented that there is already a five-year rotation in place for advertising coordinator positions and no one disagreed. Vice President Elsdon then asked everyone on the Rep Council to give their opinion on this matter and, after an extensive discussion, there was a consensus to not allow coordinators to move to another area to avoid the 5-year limit. Thirty of our faculty are coordinators. The immediate effect of this policy could be quite detrimental

to faculty who rely on that source of income. The discussion also hinged on when the five-year time limit begins (i.e., Does it begin anew each time the position is re-advertised?). Representative Osburn suggested a revision to clarify the passage essentially stating that a position would be advertised every five years whether or not it had been re-advertised in the interim period. Vice President Elsdon moved to amend the passage as Representative Osburn suggested and approve the MOU as written with the suggested changes. Treasurer Cosand seconded the motion. The motion carried. The five-year hiatus will remain in effect rather than allowing an individual to coordinate other areas, as President Ausubel proposed.

Fourth, 21.1 and 21.2:

This MOU was inspired by a faculty member who served in a full-time temporary position in Fall 2017 and then returned to part-time faculty status in Spring 2018. The faculty member should receive half of the designated full-time faculty stipend as well as the part-time faculty stipend according to section 21.2. Vice President Elsdon moved to approve the MOU. Treasurer Cosand seconded the motion. The motion carried.

Fifth, 21.2.4 Cooperative Work Experience Education Rate Schedule:

This MOU corrected a numerical error in the formula used to compute the lab and instructional support rate schedules. Vice President Elsdon moved to approve the MOU. Representative Creel seconded the motion. The motion carried.

Article 25:

There is glossary language that does not suitably apply to non-instructional faculty, such as librarians and instructional specialists, who serve beyond their contractually agreed upon service days. Undefined is how many hours constitute a “day” in such circumstances. This MOU designates 6.4 hours as the daily base load. Representative Reeve moved to approve the motion. Vice President Elsdon seconded the motion. The motion carried.

C. By-laws revision update

D. 2018-2019 dues (**action item**)

**VII. Floor Items**

On behalf of the Representative Council, President Ausubel presented Secretary Snyder with a plaque and gift in gratitude for serving 10 years as Representative Council secretary. Many thanks to each member of the Representative Council for this recognition and fortitude in serving the faculty of Chaffey College.

**IX. Adjournment:** Next Meeting –August 27

President Ausubel adjourned the Representative Council at 2 p.m.

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## **X. CCFA Calendar**

5/7: June election early balloting begins  
5/14: CCFA Rep Council (if necessary)  
5/17: Last service day  
5/18: Commencement & CCFA party  
6/5: Statewide primary/Board election

Fall 2018 meeting dates: 8/27, 9/10 and 24, 10/8 and 22, 11/5 and 19, 12/3

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