

SCFA Executive Board Meeting Minutes

February 18, 2017
Rare Book Room, LRC 212
Rocklin Campus

Present: Johnnie Terry President and Paul Cooper, VP-Treasurer; and Board members Wayne Barbee, Debby Carter, Jennifer Kattman, Judith Kreft, Michelle Macfarlane, Alistair Moles, and Kara Perry.

Absent: Susie Le

Visitors Present: Mithia Mukutmoni, Andrea Neptune, and Jim Weir.
Joe Farrelly, acted as secretary.

A quorum was declared and the meeting was called to order by SCFA President Johnnie Terry at 4:05pm

- I. Visitor Comments: Mithia discussed with the Board some issues surrounding academic freedom of faculty to decide the type, length, and nature of examinations. Some of the questions will be brought to the Academic Senate.
- II. Review of last meeting's minutes. Members made some wording changes and then a motion was made by Jennifer, seconded by Alistair, to approve the minutes as amended. It was voted and approved.
- III. These Are My People Project: Johnnie asked to re-order the agenda items to discuss the These Are My People Project first, and then reviewed a handout in the meeting packet showing some estimates of both the expected number of attendees and the estimated costs for the project. He said a pasta bar would be provided that included salad. Attendees will be invited to supplement the entrees by bringing a personalized dish, focusing on appetizers and desserts. Beverages (soft drinks, tea, etc.) will be provided, including red and white wine arranged through the Sierra College Foundation. Based on estimates discussed at the meeting, expenses for the event and the photo enlargements is expected to cost about the same as the recent faculty breakfast. Kara made a motion, seconded by Debby, to approve the expenditures for the project as proposed and it was voted and approved. Johnnie mentioned that several Board members of the State CCA were interested in attending because they hope that Sierra College's These Are My People Project will be a model for other union locals around the state. Members discussed inviting other dignitaries to the event. Following an extended discussion, Debby moved to invite the Sierra College Executive Team, the CCA leadership including CCA President Lynette Nyaggah, and members of the Board of Trustees, and to allow a representative of all three groups to make some brief remarks. Alistair seconded and the motion was approved unanimously.
- IV. Discussion of the SCFA Annual Budget: Paul Cooper distributed a written financial summary report and a draft budget for the fiscal year. Based on previous budgets and previous year actual expenditures, he made specific recommendations about which line items might need to be increased or decreased. Board members discussed each line item and made adjustments to the draft as follows:

Budget 2016-2017

Membership dues	\$50,000
Interest	\$20
reimbursements	\$500
Total	\$50,520

Accounting & Auditing	\$3,500
Bank charges	\$0
Communications	\$120
Local meetings	\$25,000
Conference	\$5,000
Donations	\$0
Agency fee reimb	\$550
Governance	\$3,000
insurance	\$50
Mileage-travel	\$1,500
Newsletter	\$850
Office expense	\$250
Postage	\$300
Stipends	\$40,000
Taxes	\$10
Total Disbursements	\$80,130

It was noted that the budget proposal includes the cost of the These Are My People Project and carries over \$5,000 for special conferences other than the CCA conferences.

- V. Elections: Johnnie reviewed an elections timetable in the meeting handouts and reported that he had convinced Vernon Martin to chair the Election Committee for a stipend of \$500 plus another \$250 to train other union members to perform election duties in the future. Vernon is one of the few members who has the specific knowledge and experience to handle the highly-complex elections process. Members discussed that SCFA will need to offer stipends to some interested volunteers from the membership to be trained to take on future election responsibilities, but further discussion of this was postponed to a future meeting. Jennifer moved to approve Vernon Martin as Elections Committee Chair for a stipend of \$500 plus another \$250 to train other union members to perform election duties in the future. Michelle seconded, and the motion was approved. Judith made a motion to approve the proposed elections timeline (as presented in the meeting handout). Alistair seconded, and the motion was voted and approved.
- a. Jim Weir asked the Board why a mail election was still being proposed versus electronic or online voting, and Jennifer explained that SCFA does not yet have email addresses for many of our members, which requires either a mail balloting system or an even more complex hybrid mix of the two procedures. Other members explained that efforts are being made to obtain a complete email list so that less-costly electronic balloting will be possible in the future.

- VI. Bilingualism issues: Andrea Neptune said that she thought the description of the issues and payment process outlined in SCFA's February 2 meeting was accurate. The administration is seeking to expand the number of faculty and staff who are bi-lingual or multi-lingual because it will benefit students. Andrea also led a discussion about how bi-lingual or multi-lingual faculty can be commended for their special contributions in their tenure and performance appraisals. The matter will be taken up in Academic Senate, but the SCFA Board wanted to collaborate with the Senate on this issue and suggested that the best solution might be to add a section to the faculty self-evaluation form where faculty can describe any special skills they bring to the job, such as bi-lingual or multi-lingual skills, technology, etc.
- VII. Contract language on Course Assignments: Jim Weir and Wayne Barbee led a discussion regarding the existing contract language governing the process of assigning classes to faculty, and what they felt was the historical "intent" or "interpretation" that they traced back to long-ago discussions and negotiations with former Liberal Arts Dean Bill Tsugi. The Board members expressed a need to create a path for part time faculty to increase their pattern, and it was noted that probably the best way to increase one's pattern was for such faculty to express their interest in teaching more classes to both their Department Chair and their Dean. Jennifer and the bargaining team may decide to raise some of these issues in contract negotiations.
- VIII. Adjournment: In the interests of time, the other standard reports and Open Session agenda items were dropped or postponed, and the open session was adjourned at 5:50pm so the Board could hold a brief closed session.

Respectfully submitted by Joe Farrelly