

SCFA Executive Board Meeting Minutes

March 1, 2018

Sierra College, Rocklin Campus, room LRC 201

Rocklin, CA

Present: Johnnie Terry, President; Paul Cooper, Treasurer and Vice-President; Wayne Barbee, Jason Roberts, Alistair Moles, Judith Kreft, Jennifer Kattman, Michelle Macfarlane, Kara Perry, and Debby Carter, Board Members

Visitors: Mithia Mukutmoni

A quorum was declared and President Johnnie Terry called the meeting to order by at 4:02 p.m.

I. Visitors Comments

Mithia inquired about summer work for Accreditation and compensation. Johnnie and Jennifer said a SARF is needed. Mithia also had clarifying questions about Board make-up and the role of dispute officers, particularly whether part-time faculty could serve as dispute officers, with whom disputes are carried out, and what the make-up of a meeting looks like.

II. Approval of Minutes

III. Reports

A. Treasurer

Paul reported that he dissolved the CD and the money is in the SCFA Interest Earning Checking account, which now has \$60,174.77. Part-time membership is 668 and Full-time is 227, down one member.

B. Vice President

Paul reported a concern that R4S movement and schedule changes – scheduling a year out – might lead to an exodus of part-time faculty because they would be scheduling them for the entire year. Jennifer reassured that it is students who will schedule a year out, but faculty have always provided their availability a year in advance.

C. President

None.

D. Executive Board Members

Debby updated the current website hosting service which has been extended to March 31st and that she is researching an alternative for a new website. She expressed concern that she might not be able to launch the site until summer. The cost might increase from \$5 to \$10 a month. Jennifer suggested a temporary site with the most important documents: the contract, the minutes and agenda, unemployment information, and membership form.

Paul asked to address the stipend for Judith for organizing the part-time caucus, but we have yet to see a proposal. She has submitted an invoice for \$850 to Paul. Jennifer said this should be on the agenda.

IV. Open Session

A. Janus Decision Checklist

We are working on the checklist. It has been taken to negotiations, and Johnnie and Michelle are taking this to the CCA Board meeting. We have worked on member updates.

B. CCA Spring Conference

Six people have expressed interest in attending. Kara motioned to approve the six, and Alistair seconded. The Board approved the six members.

C. Robert's Rules of Order Training for Board Members: Discuss and Schedule

The Board discussed how to move forward with Robert's Rules of Order training as an important piece of the upcoming Board changes. Johnnie stated that the Board needs IBB training and Robert's Rules training. Johnnie proposed that SCFA pays for the training without repercussion for those who fail to complete the training. Jennifer motioned to keep the previous motion that SCFA pay for Robert's Rules training, and if the training is not completed by August 15, 2018, the faculty shall reimburse SCFA the cost of the training.

D. Appointments to Staff Development Committee

Mary Conway asked to be appointed. Jennifer motioned to approve Mary, and Debby seconded. The Board approved Mary's appointment.

E. Appoint Vernon Martin as Elections Chair

Michelle motioned to approve, and Kara seconded. The Board approved Vernon as Elections Chair for \$750.

V. Closed Session