

SCFA Minutes

Friday, November 4, 2022

Via Zoom

REPRESENTATIVE COUNCIL ATTENDANCE:

P	Angelina Coughlin, President	P	Kara Perry, Interim Chief Negotiator
P	Judith Kreft, Vice President	A	Diana Higashi-Ybarra, Dispute Resolutions
P	Ralph McGill, Treasurer	P	Wayne Barbee, Negotiations
P	Jason Sumi, Secretary	P	Debby Carter, Communications
P	Jay Hester, Equity, Inclusion, and Social Justice Director	P	Sonia Delgadillo, Strategic Council Rep
P	Karsten Stemman, Representative Council		

P = Present | A = Absent

Quorum Present: Yes

Visitors: None

PROCEEDINGS:

- I. Meeting called to order at 11:03am
- II. Visitor's Comments: None
- III. **Approval of minutes** from October 21, 2022, SCFA Meeting
 - a. Motion to approve Minutes from October 21, 2022, SCFA Representative Council Meeting.
 - b. Motion seconded
 - c. Discussion:
 - i. None
 - d. Roll Call Vote:

A	Judith Kreft	Y	Kara Perry	Y	Sonia Delgadillo
Y	Ralph McGill	NP	Diana Higashi-Ybarra	Y	Karsten Stemmann
Y	Jason Sumi	Y	Wayne Barbee		
A	Jay Hester	Y	Debby Carter		

Y = Yes | N = No | A = Abstain | NP = Not Present

- e. Motion approved

IV. Secretary Report

- a. Update on Officer Contact List: Secretary has updated Officer Contact List and has distributed it to officers.

V. Treasurer's Report:

- a. Treasurer will be contacting officers to complete W-9s.
- b. If there are any outstanding or future expenses including upcoming conferences and professional development events, please contact the Treasurer as soon as possible.
 - i. Communications Officer: The website was purchased by another company (\$20/year) and caused problems with the website.
- c. There is a need for postage stamps and envelopes for union business purposes.
 - i. Vice President: I will send a supply of envelopes and stamps to the Treasurer.

VI. Interim Chief Negotiator's Report:

- a. Update on 10/12 Pay election process (*an option that allows faculty employees to choose if they want to receive their annual salary over 10 months or 12 months of paychecks*): VPHR (Vice President Human Resources) is still investigating the issue and the reason for this process may involve potential overpayment. As a safeguard, The District has to ask academic year employees to annually confirm if they would prefer the 10-month pay or 12-month pay.
- b. Update on Data Forensics Breach of Information: For employees whose information has been compromised, they should have received a letter but the letter may be coming from a third party company.
 - i. Participant 1: This came up at the Strategic Council meeting; it was disheartening that this issue was downplayed loosely. SCFA has raised the level of severity for this issue. Some also may have been notified by their banks already. The District needs to take more initiative on communicating more clearly. The District also shared that they will work with Marketing to make a more concerted effort to take this seriously and will ask for the Information Technology Services (ITS) department to report back.
 - 1. Chief Negotiator: The VPHR takes this issue very seriously too. The world we live in today, we need to respond and take data and information breaches seriously.
 - ii. Participant 2: How many people were affected? What are they doing to prevent this in the future?
 - 1. Participant 1: We did ask ITS to have them follow up on this issue.

2. Chief Negotiator: We had a conversation with the Academic Senate to talk about technology instructions and how we are resourcing our ITS department to have the systems in place.
 3. Participant 1: Sierra College will work with California Community Colleges Chancellor's Office (CCCCO) to pilot a program where there will be a simulation attack to find holes in the system.
 4. President: This topic will come up at Academic Senate will be brought up at the November 9th meeting
- iii. Participant 3: There were system updates that happened during the Withdraw deadline - this was poorly timed. What's going on?
 - iv. Participant 4: How are we being hacked? Why aren't we being trained how to avoid these?
 1. Participant 1: This is a much more complex issue than just a simple email training. [Multi Factor Authentication \(MFA\)](#) is becoming more robust to try and avoid security breaches. However, Sierra College will be going through the CCCCCO Pilot program to find holes in its security.
 - c. Update on Part Time Faculty Annual Load Percentage: SCFA brought up concerns at Negotiations and it was discovered that through California Education Code, a faculty cannot have more than 2 semesters over 65% load over a 6 semesters year period. VPHR verified this information, if anyone wants to know the specific California Education Code, please see VPHR for assistance.

VII. Vice-President's Report:

- a. Membership Cancellation: CTA (California Teachers Association) requires a mailed letter of cancellation. For those who do not have an active dues deduction, they are informed in a letter to let them know that their CTA benefits and discounts may go away if they pause their membership.
 - i. President: Our process is that the President will call the member and receive their signed and scanned copy by email. SCFA membership cancellations must be forwarded to SCFA President.
 - ii. Vice President: Can this be put in CTA 360?

VIII. Dispute Resolution:

- a. Yield

IX. President's Report

- a. Timeline for Special Election:
 - i. Announcement of Election: Friday, November 4
 - ii. Call for Nominations: Friday, November 4
 - iii. Nominations due: Friday, November 18

- iv. Candidate information posted on SCFA Website: Sunday, November 20
- v. Election begins: Sunday, November 28
- vi. Election ends: Sunday, December 4
- vii. Results announced: Monday, December 5

Representative Council Reports:

X. Wayne Barbee

- a. SCFA representatives will be meeting with the coaches to discuss the MOU.

XI. Debby Carter

- a. Yield

XII. Sonia Delgadillo

- a. Yield

XIII. Karsten Stemmann

- a. Yield

XIV. Discussion Items:

- a. SCFA Membership and Outreach: There will be an initial meeting with Angelina Coughlin, Judith Kreft, Sonia Delgadillo and Jason Sumi on November 9th at 4:30pm. All SCFA officers are welcome to attend.
- b. Reminder: The last Open Forum of the semester is on November 14th from 4pm-6pm and will include discussion on the Department Chair article.
- c. Class size articles were sent out and included 43 studies that can be used to talk to the District about class size.
 - i. Chief Negotiator: President has addressed this, please refer to the Chief Negotiator officer report.

XV. Meeting adjourned at 11:59am