

**APPROVED
EXECUTIVE BOARD MINUTES
APRIL 23, 2009**

The meeting was called to order at 2:26 P.M.

PRESENT: Terri Adame, Emmanuel Akanyirige, Glenn Appell, Casy Cann-Figel, Milton Clarke, Vern Cromartie, Deborah Dahl-Shanks, Bruce Koller, Stuart Lichter, Jason Mayfield, Jeff Michels, Steve Padover, Dionne Perez, Mary Ulrich, Donna Wapner, Rudy Zeller, Michael Zilber.

ABSENT: Jesse Lovell, Licia Morrow.

1. ANNOUNCEMENTS –

- Michels presented the Family Leave flowcharts to the Executive Board and communicated that they revised the charts last year in negotiations. Michels found that the flowcharts were not very helpful when he sat down and communicated with expectant Moms. Michels met with the District and revised the charts so that they were accurate and reasonably helpful. Michels reported that the flowcharts will be placed on the UF and the District's website sometime during the next few weeks.
- Michels reported that the new UF website has not materialized. Lee Montgomery was hired last semester to do some communications work that involved being the Table talk editor and starting a new webpage for the United Faculty. He did a lot of work on the webpage but got busy with other projects. The UF website will be launched in Fall 2009 and will be created by President Michels himself. We will be utilizing the current website for the time being and will upload some new relevant information regarding the recent UF survey and the revised Family Leave flowcharts to name a few.
- Michels announced that the CCCI Spring Conference is coming up on May 8th and 9th and there is still time to sign up, just let President Michels know. The representatives from CFT and CTA will discuss the status of their ongoing merger talks. There will be informative discussions about pushing back on the Accreditation, and the SLO issues. Both CTA and CFT are sending their respective Presidents to the conference possibly to recruit other unions as well.
- Michels announced that the Compensation Committee report to the Governing Board will be delayed until May. It has been communicated that Kindred Morillo has not finished her report as yet. Michels reported that he will give the Committee report along with Kindred at the meeting in May.
- Michels announced that the District Budget Forums will be held at all District locations during the month of April. One of the topics includes the fact that they are projecting millions of dollars in deficit funding next year. Michels requested Executive Board members try and attend a forum when they present one at their respective campus.

- Michels presented the Executive Board with a flyer called the Retirement Plan Options for part-time faculty. Debra Dahl-Shanks created the form along with Linda Robbins, DVC Human Resources staff about 10 years ago. She sent the form to District HR director, Gene Huff and it was decided by the District to adopt the form for all Part-time faculty. This form will be added to the UF and the District's website within the next month.
- Michels reported that CCCCD has introduced the new 4CD Campus Alert System. When the Campus Alert Siren sounds, faculty and staff are to go indoors, close and lock all doors and windows. To obtain information we have been directed to look at www.4ced.edu and/or to listen to radio station KCBS AM 740 and FM 106.9, or KTVU-2. Siren tests will be conducted on the first Wednesday of every month at 11 AM.
- Michels passed out written information regarding Propositions 1A through 1F that are on the next ballot measure. Michels expressed that the key for education is in Proposition 1B and stated that 1B cannot pass if Proposition 1A does not pass. Michels stated that these propositions must pass in order to put more funding into community colleges. There is a real fear that the State will cut the Community colleges ongoing funding if they are not voted in. Michels reported that CFT and FACCC have remained neutral regarding the above propositions.

2. CONTRACT VARIANCES – None

3. EXECUTIVE BOARD MINUTES –

Following a motion by Zeller, seconded by Mayfield, MSC with 2 abstentions, and 3 corrections to approve the meeting minutes from the Executive Board meeting on 04/09/09.

4. RESERVE FUND INVESTMENTS –

Michels reported that the UF reserve account is currently earning only 0.11% in a Dreyfus liquid mutual fund account and soon these funds might not be FDIC insured. Adame researched the various banks and credit unions and presented the Executive Board with a spreadsheet of current interest rates. A lengthy discussion ensued and it was unanimously approved to move the United Faculty's reserves to a Metro One Credit Union Business Account. It is a liquid account and yields a 1.40% interest rate, in addition, it is FDIC insured for up to \$250,000.

Following a motion by Zeller, seconded by Zilber, MSU, to move the funds out of the Dreyfus Account and into a Metro One Business Plus account.

5. EXECUTIVE SESSION –

Negotiations Update - Michaels announced that negotiations are moving along well

- Salary and Article 20

- Michels announced that salary should be based on a formula this year rather than a flat number because we can conclude negotiations on the formula and it is very transparent on how the number is being arrived at.
- Class Size Convention
 - Michels reported that the District and the UF recommit to the work of our Enrollment Management and Compensation Committees and to District-wide efforts to improve efficiency in all areas of our operations while offering the highest quality educational programs possible. Towards this end, the District and the UF agree to designate the 09-10 Academic Year as a “Class Size Convention” in order to review and discuss class minimums and maximums, productivity, as well as facilities and related issues, at the department level. In addition, best practices of the Bay 10 Community Colleges in these areas will be explored.
- Evaluation Proposals
 - Michels announced

6. SABBATICAL LEAVE COMMITTEE–

- HR Procedure 2040.01
 - The District created a new procedure for the submission of Sabbatical leaves.

7. UF ACCOUNTING PRACTICES MEETING PLANS–

8. OTHER BUSINESS – none

9. UPCOMING MEETINGS –

- A. 04/27/09 BFA
- B. 04/29/09 Governing Board Meeting
- C. 05/07/09 Next Executive Board Meeting at CCC – LA103

The meeting was adjourned at 5:03 P.M.

Submitted by: Terri Adame