

**APPROVED  
EXECUTIVE BOARD MINUTES  
MAY 7, 2009**

The meeting was called to order at 2:31 P.M.

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

ABSENT: Milton Clarke, Jesse Lovell, Jason Mayfield, Steve Padover.

1. ANNOUNCEMENTS –

- Michels reported on some current issues at DVC regarding new hires. A lengthy discussion ensued regarding hiring practices and procedures.
- Michels reported issues at the San Ramon campus regarding personnel. A faculty member may have to give up scheduling due to a conflict of interest.
- Michels announced that the CCCI Spring Conference is on May 8th and 9<sup>th</sup>. Debra Dahl-Shanks and President Jeffrey Michels will attend both days and will give details of the conference at the next Executive Board meeting.
- Michels announced that the next Executive Board meeting on May 21, 2009 will be the last one for the semester and wanted members to let him know if they will be returning. Michels related that he would like to know as soon as possible so that he could make arrangements to fill the vacated seats.
- Michels announced that the new UF website will be delayed until Fall of 09. Michels then surveyed the Executive Board on whether or not to have a freeware program, or if we should have the stability of a commercial software program and therefore have technical support.

2. CONTRACT VARIANCES – None

3. EXECUTIVE BOARD MINUTES –

Following a motion by Zeller, seconded by Dahl-Shanks, MSU with 3 corrections to approve the minutes as amended from the Executive Board meeting on 04/23/09. We agree that the corrected minutes will be reviewed by the Executive Board at the next meeting before being placed on the UF web site.

#### 4. CCC ISSUES RAISED BY GUESTS AND/OR EVALUATION UPDATE –

- No guests from CCC attended.
- Evaluation Update

Michels reported that the United Faculty has met with groups of librarians, counselors and management on the evaluation forms and procedures. Michels stated that administration is giving a little bit of input, but basically we are finishing up now and whatever changes will be made in the upcoming weeks. Michels stated that the timelines for the completion of the evaluation forms and procedures will be the fall semester when the UF will hold open forums and will strive to get the tentative agreement voted on and approved for implementation in the spring of 2010.

Michels went on to say that he is getting a lot of excellent feedback from the faculty on the newly revised evaluation forms and procedures.

#### 5. RESERVE FUND INVESTMENTS -

Michels announced that the meeting to review the United Faculty's accounting procedures will be on May 22, 2009 8:00 am at DVC. Michels will email the Executive Board with the details and room number. Michels would like to invite the Executive Board members, the UF accountant and possibly 2 to 3 other accountants from colleges in the District.

#### 6. AREAS OF UNION REPRESENTATION –

Michels presented the Executive Board with a handout of Government Code Section 3543-3543.8 which relates to Public School Employees having the right to form, join, and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employer-employee relations.

Michels directed the Executive Board to review Code Section 3543.2 which relates to the scope of representation and went on to read a few paragraphs to the Board and a lengthy discussion ensued regarding the code document.

#### 7. EXECUTIVE SESSION –

- Negotiations Update
  - Michels did not have much to report but stated that the District's reserves are healthy and that CCCCD grew 5% this year and is in much better shape than they were in the fall of 2008.

## 8. SABBATICAL LEAVE COMMITTEE PROCEDURES–

- HR Procedure 2040.01
  - Michels and Appell met with the Chancellor regarding HR Procedure 2040.01. The meeting was upbeat and productive. Language was written into the procedure which conforms to the agreement.
  - Michels asked the Executive Board members if Sabbatical Committee meetings should be open to the public. A lengthy discussion ensued and it was agreed that they should be open and that committee members should be elected and serve for 2 yrs.

## 8. OTHER BUSINESS –

Michels announced that in the fall he would like the United Faculty Board Members to review and revisit the structure of the Union and the Executive Board and the roles and responsibilities, including revised job descriptions/duties, reassigned time, how we are spending the UF funds, member participation and related issues.

Appell mentioned that the UF Executive Board should schedule a retreat on a Friday in the Fall of 2009 to review and discuss these important issues at length.

## 9. UPCOMING MEETINGS –

- A. 05/14/09 CRC
- B. 05/19/09 DGC
- C. 05/21/09 Next Executive Board Meeting at DVC in room LC109

The meeting was adjourned at 4:57 P.M.

Submitted by: Terri Adame