

APPROVED
EXECUTIVE BOARD MINUTES
September 2, 2010
DVC Rm. LC-101

The meeting was called to order at 2:25 P.M.

PRESENT: Emmanuel Akanyirige, Glenn Appell, Nancy Bachmann, Doug Dildine, Marco Godinez, Katrina Keating, Bruce Koller, Stuart Lichter, Jason Mayfield, Jeff Michels, Steve Padover, Michael Zilber, Rudy Zeller and Terri Adame, note-taker.

ABSENT: Casy Cann-Figel, Milton Clarke, Vern Cromartie, Deborah Dahl- Shanks, Dionne Perez, Mary Ulrich, and Donna Wapner.

1. PUBLIC COMMENT –None

2. ANNOUNCEMENTS –

- Three of five trustees who serve on the CCCCD Governing Board have terms that expire this year. The UF has scheduled a Candidates Forum for October 7, 2010 from 3:30-5:00 pm at DVC in the Trophy room. We have invited all of the candidates to speak and to answer questions.
- CCC is seeking donations to memorialize and honor Martin Padilla, who served for many years as their evening and Saturday program monitor. Padilla was killed in a car accident on August 28, 2008. CCC wants to build a statue of Padilla in front of the student center on the campus. Michels suggested that the E-Board consider contributing a small sum from PAC money towards honoring Padilla, since he meant a lot to CCC faculty and exemplified the best kind of professionalism and support for students and faculty.

Following a motion by Appell, seconded by Godinez, MSC, with one no vote, to contribute \$500.00 to the Martin Padilla Sculpture Fund.

- Michels reported on a grievance regarding banked load filed by a faculty member that had reached stage 2 in the process and reported that the District and the UF came to an agreement and created an MOU to resolve the grievance.
- Michels attended a District training on the achievement gap. He discussed some statistics of racial comparisons relating to underachievement and college attendance. The goal was to make faculty aware of the problem.
- Some faculty have asked if the UF plans to endorse candidates or propositions on the November ballot. After some discussion, Michels agreed to produce summaries or fact sheets on each candidate and for the Executive Board to review at the next meeting.

- The UF has been leading Evaluation Training Workshops throughout the District in August and September. Attendance so far has been excellent, and trainings can still be scheduled for groups or individuals by contacting the UF office.

3. EXECUTIVE BOARD MINUTES–

Following a motion by Mayfield, seconded by Lichter, MSU, with one correction to approve the minutes from the Executive Board Meeting on August 26, 2010.

4. VARIANCE REQUESTS –

The following requests have been submitted to allow adjunct professors to exceed a 67% load.

Campus	Semester	No. of Times Within Six Semesters	Adjunct Professor	Area	Amount	Approved
Contra Costa	Fall 2010	3 rd	Batiste, Joan	Nursing	69.45%	Tabled, more information required
	"	2 nd	Mekonnen, Janet	Nursing	90%	Approved
	"	2 nd	Perez, Aleida	Biological Sciences	110.55%	Approved
	"	2 nd	Wong, Mark	Physics	73.34%	Approved
	"	1 st	Muick, Pamela	Biological Sciences	70%	Approved
	"	6 th	Devecchio, Cynthia (gratuitous)	Nursing	90%	Tabled, more information required
	Spring 2010	1st	Beatty, Lucille	Automotive	135%	Approved

Following a motion by Mayfield, seconded by Keating, MSU, to approve the contract variances listed above with the exception of CCC’s request for Joan Batiste and Cynthia Devecchio. The Executive Board requires further information to approve those variances.

Following a motion by Mayfield, seconded by Keating, MSU, to approve CCC’s request for Mary Anne Anderson, Nursing Department, to evaluate new maternity nursing clinical instructors this semester.

Following a motion by Keating, seconded by Padover, MSU, to approve LMC’s request for Mike Grillo EMS/Fire Tech Department, to evaluate 2 new adjunct faculty.

Following a motion by Keating, seconded by Akanyirige, MSU, to approve DVC’s request for faculty member, Mary Ulrich, Chemistry Department, to postpone her evaluation until the spring of 2010.

Following a motion by Padover, seconded by Bachmann, MSU, to approve DVC’s request for Kristy Guevera-Flanagan, Film/Art Department, to serve on the paper screening committee for the Broadcast Communications Arts/Art Digital Media position.

5. 2010/2011 ACADEMIC CALENDAR–

Michels asked the Executive Board to review the draft of the CCCCD 2011-12 academic calendar. Adame passed out Jill De Stefano's proposal and a lengthy discussion ensued. Michels asked for volunteers to review the proposed calendar and Michael Zilber along with Mary Ulrich will review it further and make suggestions and recommendations. Michels requested that the Board look it over and to express their ideas further at the next Executive Board meeting on September 23, 2010.

6. UF BOARD POLICIES OR ADDITIONS TO CONSTITUTION– Tabled

- Whistle-Blower Policy
- Conflict of Interest Policy
- Document Destruction Policy

7. EXECUTIVE SESSION–

The E-Board briefly reviewed ongoing discussions with the District over part-time parity pay, Article 10 and Appendix A (on Flex Reporting), as well as a 5-year budget comparison on which Anker is working. A meeting to begin District-wide discussions of Flex is scheduled for September 21, 2010.

8. SDI FOR PART-TIME FACULTY–

The E-Board discussed plans to hold workshops at each campus to inform part-time faculty of details related to State Disability Insurance (SDI) and then to hold a vote of part-timers to ask if they want to participate in the program. A plan will be presented to the Board at the next meeting.

9. PROTOCOLS FOR HANDLING COMPLAINTS–

Adame distributed documents to the Board relating to Unlawful Discrimination, Unlawful harassment and the student District-wide grievance procedures found in each college catalog.

The Executive Board discussed the processes and determined that some of the procedures were not being adhered to. Michels and Zilber agreed that at the next CRC meeting they will raise the issue that managers must follow the protocol for handling student complaints. Zilber, Michels and Gene Huff have already met on the subject and agreed to issue joint communication on the subject soon.

10. OTHER BUSINESS–

Akanyirige reminded the Board of the need to have faculty vote on adding the Quorum to the UF Constitution, and he suggested also that the UF consider term limits as well as a policy to back up records digitally. Michels noted too that the Board would need to revisit the issue of paying payroll taxes on some employees, and he agreed to compile facts from the IRS and other data before bringing the issue to the Board at a future meeting.

11. UPCOMING MEETINGS–

- A. 09/08/10 Governing Board Meeting
- B. 09/21/10 DGC
- C. 09/23/10 Next Executive Board meeting, LMC, Room SC-229

The meeting was adjourned at 5:04 P.M.

Submitted by: Terri Adame