

**APPROVED  
EXECUTIVE BOARD MINUTES  
MAY 12, 2011  
DVC ROOM L-151**

The meeting was called to order at 2:37 P.M.

**PRESENT:** Glenn Appell, Nancy Bachmann, Casy Cann-Figel Milton Clarke, Vern Cromartie, Marina Crouse, Deborah Dahl-Shanks, Doug Dildine, Marco Godinez, Katrina Keating, Bruce Koller, Stuart Lichter, Jason Mayfield, Jeff Michels, Aminta Mickles, Steve Padover, Mary Ulrich, Michael Zilber and Terri Adame.

**ABSENT:** Rachel Dwiggins-Beeler and Donna Wapner.

**GUESTS:** Michael Anker, Rosita Harvey and Tina Levy.

1. PUBLIC COMMENT – None

2. ANNOUNCEMENTS–

- The United Faculty has made contributions to Susan Bonilla and Mark De Saulnier’s upcoming events. There will be 8 Executive Board members and their family members attending Bonilla’s BBQ event with 2 vacancies left. If anyone is interested in attending, please call the UF office. Michels himself will be attending De Saulnier’s reception as well.
- The UF has transferred some of the money from the UF Reserve account into a savings account with ING Direct in order to earn more interest than before.
- The ratification vote closes on May 23, 2011 at 12:00 noon.
- Executive Board members discussed whether to have a last meeting during finals week. The consensus was to have a workgroup meeting only on May 26, 2011 to discuss the part-time and full-time faculty handbooks.
- Michels reported that at the CRC meeting, they proposed revisions of Student Services procedure 3025, called the Freedom of Expression and Administrative procedure, and 1019.01 called Verbal Reports by Employee Organization. A lengthy discussion ensued, and Michels requested that E-Board members review the procedures and email him with any questions or comments.

3. EXECUTIVE BOARD MINUTES–

Following a motion by Keating, seconded by Lichter, MSC, with two abstentions, and one correction to approve the minutes from the Executive Board Meeting on April 28, 2011.

4. VARIANCE REQUESTS–

**UNITED FACULTY  
CONTRACT VARIANCES for FALL 2011**

| College Campus  | Semester  | No. of Times Within Six Semesters | Adjunct Professor | Area of instruction | Amount  | Executive Board Approval |
|---|-----------|-----------------------------------|-------------------|---------------------|---------|--------------------------|
| DVC   | Fall 2011 | 1 <sup>st</sup>                   | Horeis, Ann       | Chemistry           | 110.01% |                          |
| "   | Fall 2011 | 2 <sup>nd</sup>                   | Miller, Nancy     | Biology             | 126%    |                          |
| <p><b>Anna Levin, PhD, Biology Chair, Math and Science Department – SRC wrote:</b></p> <p><b>The Math and Science Department of SRC is requesting that the evaluation of tenured professor, Emmanuel Akanyirige, be postponed one semester. The reason for this is that the department has 10 part time and full time faculty evaluations to do this semester and we only have 4 full time, tenured faculty able to do these evaluations. This is putting a strain on the department and being able to postpone Emmanuel's evaluation one semester will help.</b></p> |           |                                   |                   |                     |         |                          |

Following a motion by Keating, seconded by Mayfield, MSC, with one abstention to approve DVC’s request for Ann Horeis and Nancy Miller to exceed the 67% load limit for the Fall 2011 semester.

Following a motion by Keating, seconded by Mayfield, MSC, with one abstention to approve SRC’s request for Emmanuel Akanyirige to defer his evaluation until the Fall 2011 semester.

5. FALL E-BOARD MEETING SCHEDULE–

Adame presented the Fall 2011 Executive Board meeting schedule for review and approval. Rooms and locations will be arranged at a later date.

| Dates    | Time | Location | Room |
|----------|------|----------|------|
| 08/25/11 | 2:15 |          |      |
| 09/08/11 | 2:15 |          |      |
| 09/22/11 | 2:15 |          |      |
| 10/06/11 | 2:15 |          |      |
| 10/27/11 | 2:15 |          |      |
| 11/10/11 | 2:15 |          |      |
| 12/01/11 | 2:15 |          |      |
| 12/15/11 | 2:15 |          |      |

Following a motion by Lichter, seconded by Mayfield, MSC, with two abstentions to approve the Executive Board schedule for the Fall 2011 semester.

6. ACADEMIC CALENDAR PROPOSAL–

The negotiations teams have been discussing a 2-year calendar for the 2012-13 and 2013-14 academic school years. The calendar as proposed and the calendar guidelines were included in the Executive Board packet for review and discussion. Jill DeStefano and Rachel Westlake formed the calendar workgroup committee. They determined that there are few options due to holidays. The E-Board agreed to continue discussing the calendar in August.

7. UF QUARTERLY FINANCIAL REPORT–

Treasurer Keating presented the 2<sup>nd</sup> quarter financial statement for Executive Board members review and approval.

Following a motion by Lichter, seconded by Mayfield, MSC, with one abstention to approve the 2<sup>nd</sup> quarter financial statement.

8. EXECUTIVE SESSION–

Executive Board members reviewed the Tentative Agreement, discussed faculty evaluations and related issues, staffing preferences, Article 25, and Flex issues.

9. PART-TIME FACULTY HANDBOOK–

Executive Board members reviewed the newly created part-time faculty handbook. A lengthy discussion ensued and it was decided that the UF will review the handbook again in the Fall of 2011 after some corrections and revisions.

10. OTHER BUSINESS –none

11. UPCOMING MEETINGS–

- A. 05/17/11 DGC meeting
- B. 05/25/11 Governing Board Meeting
- C. 08/25/11 Next Executive Board meeting at DVC, Room L-151

The meeting was adjourned at 5:09 P.M.

Submitted by: Terri Adame