

**EXECUTIVE BOARD MINUTES  
AUGUST 29, 2013  
DVC, RM. L-151**

The meeting was called to order at 2:29 P.M.

PRESENT: Glenn Appell, Milton Clarke, Vern Cromartie, Marina Crouse, Doug Dildine, Katrina Keating, Bruce Koller, Suzanne Huey, Jason Mayfield, Jeff Michels, Aminta Mickles, Ursula Velonis, Donna Wapner, Michael Zilber, and Terri Adame.

ABSENT: Rachel Dwiggins-Beeler, Deborah Dahl-Shanks, Luis Morales, and Lisa Orta.

GUEST: Michael Anker and Isabel Izquierdo.

1. PUBLIC COMMENT –

Professor Isabel Izquierdo addressed the Executive Board regarding scheduling in Foreign Language and compensation for on-line lab hours.

2. EXECUTIVE BOARD MINUTES–

Following a motion by Zilber, seconded by Michels, MSU, with one correction, to approve the minutes from the May 16, 2013 Executive Board meeting.

3. CONTRACT VARIANCE REQUESTS–

Following a motion by Michels, seconded by Mayfield, MSC, with one abstention to approve the contract variances for the fall 2013 semester as listed below with one exception.

Following a motion by Michels, seconded by Mayfield, MSU, not to approve a contract variance request for Professor Noel to teach 190%.

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The following requests have been received to allow adjunct faculty members to exceed a 67% load.

Campus	Semester	# of times within last six semesters	Employee	Area	Percent
CCC	Fall 13	First	Dildine, Douglas UF	Drama	70.00%
*CCC/ LMC	Fall 13	First	Wu, Christopher	Mathematics	100.28
LMC	Fall 13	First	Crump, Marcia	Mathematics	93.34
LMC	Fall 13	First	Dehghani, Ali	Chemistry	90.00
LMC	Fall 13	First	Ghannadan, Sarah	Mathematics	100.01
LMC	Fall 13	First	Ha, Annette	English	70.00
LMC /CCC	Fall 13	First	Newball, Wilbur	Mathematics	88.33

*DVC	Fall 13	First	Shutz, Jill	English	95.00
DVC	Fall 13	First	Williams, Phillip	Mathematics	70.00
CCC	Fall 13	First	Chung, Irene	Counseling	100.00
CCC	Fall 13	First	Hassett, Michael	English	91.66
CCC	Fall 13	First	Marshall, Brandon	English	83.00
CCC	Fall 13	First	Wu, Christopher	Mathematics	76.67
DVC	Fall 13	First	Bloom, Karen	Biology	106.67
DVC	Fall 13	First	Brown, Nancy	Sociology	80.00
DVC	Fall 13	First	Clarke, Cathy	Dental Assisting	93.33
DVC	Fall 13	First	Czapla, Elizabeth	Mathematics	86.66
DVC	Fall 13	First	DeGray, Janice	Chemistry	110.00
DVC	Fall 13	First	Espinoza, Stephanie	English	100.00
DVC	Fall 13	First	Faulkenberry, Ray	Psychology	80.00
DVC	Fall 13	First	Griffin, Nicole	Social Sciences	87.50
DVC	Fall 13	First	Higdon, Nolan	History	80.00
DVC	Fall 13	First	Lawrence, Diane	Chemistry	73.34
DVC	Fall 13	First	Meixner, Anthony	English	100.00
DVC/ CCC	Fall 13	First	Nahas, Lauren	English	86.66
DVC	Fall 13	First	Naramshihan, Ramesh	Mathematics	100.00
DVC	Fall 13	First	Shutz, Jill	English	70.00
DVC	Fall 13	First	Vinson, Pauline	English	90.00
DVC	Fall 13	First	Tumlin, Eileen	Architure	76.67
DVC	Fall 13	First	Willsie, Julia	Oceanography	86.67
DVC	Fall 13	First	Wise, Andrew	Calculus	86.66
LMC	Fall 13	Second	Budd, Steven	English	90.00
LMC	Fall 13	Second	Cartwright, Richard	English	115.00
LMC	Fall 13	Second	Destefano, Jill	Mathematics	120.0
LMC	Fall 13	Second	Duran, Lisa	English	90.00
LMC	Fall 13	Second	Estrada, Rick	Mathematics	83.34
LMC	Fall 13	Second	Horne, Darcy	Mathematics	106.67
LMC	Fall 13	Second	Kenrick, Margaret	Biology	83.33
LMC CCC	Fall 13	Second	Keyser, Glenn	English	83.33
LMC	Fall 13	First	Nakaji, David	Physical Sciences	68.33
<b>LMC DVC</b>	<b>Fall 13</b>	<b>Second</b>	<b>Noel, James</b>	<b>English</b>	<b>190.00</b>
LMC	Fall 13	Second	Palter, Francesca	Physical Sciences	70.00
LMC	Fall 13	Second	Parker, Michael	Electrical Technology	70.00

LMC	Fall 13	First	Payne, Rebecca	Physical Sciences	108.33
LMC	Fall 13	First	Pettite, Judith	Art	86.67
LMC	Fall 13	Second	Shibuya, Yuji	Mathematics	70.00
LMC	Fall 13	Second	Shipe, Christopher	Athletics/PE	71.47
LMC	Fall 13	Second	Spake, Reuben	Mathematics	76.67
LMC	Fall 13	First	Stewart, Janhavi	Vocational Nursing	131.11
LMC	Fall 13	Second	Tapiarene, Monica	English	101.67

Following a motion by Keating, seconded by Mayfield, MSU, to approve DVC's request for the deferment of Rosita Harvey's evaluation until the spring 2014 semester due to a family emergency.

Following a motion by Michels, seconded by Dildine, MSU, to approve DVC's request for a deferment of Marian Blackwell-Stratton's evaluation until the spring 2014 semester due to health reasons.

#### 4. REVIEW OF EXECUTIVE BOARD ROLES AND RESPONSIBILITIES–

Appell reviewed the roles and responsibilities of performing the duties of an Executive Board member. He requested that E-Bd members review the UF Contract and the UF Constitution for further discussion at the next meeting.

#### 5. QUARTERLY FINANCIAL REPORT–

Treasurer Keating presented the 3<sup>rd</sup> quarter financial statement to Board members for review and approval.

Following a motion by Mayfield, seconded by Michels, MSU, to approve the 3<sup>rd</sup> quarter 2012-13 UF financial statement.

#### 6. ANNOUNCEMENTS–

- VP reports: On Tuesday, Sept. 3<sup>rd</sup>, Zilber and Appell will hold a faculty evaluation training seminar at LMC. DVC's VP, Wapner, reported the UF collected many off-campus emails and phone numbers at All College Day for the new UF voting database. Wapner stated that L-151 has been reserved for Wed., Sept. 11 and Tuesday, Sept. 17 from 4:30 - 6:00 pm for faculty evaluation trainings. Part-time Faculty Advocate, Dildine, reported there will be a meeting regarding the Affordable Care Act at DVC in October. He will email the details to Board members.
- Appell announced the UF has hired Robert Burns to coordinate the new UF electronic voting system and will assist with the UF website design and programming.
- The Joint Legislative Audit Committee voted 10 to 1 in favor of auditing the cost of accreditation.
- Appell reported sabbaticals are back, and faculty can apply this year for sabbatical leaves to take place next year.

- Executive Board members reviewed the 2014-15 academic calendar. After much discussion, President Appell stated that he would review options at the CRC meeting next week.
- On the UF's behalf, Appell will attend Assemblywoman Nancy Skinner's campaign birthday party event in Oakland at Uptown Body and Fender on Sunday, September 8<sup>th</sup> from 4-6 pm.
- Assemblywoman Susan Bonilla is hosting a BBQ fundraiser on Thursday, September 26<sup>th</sup> from 6-9 pm at Shade lands Ranch Museum in Walnut Creek. Executive Board members that are interested in attending, call the UF office.

7. EXECUTIVE SESSION–

Executive Board members discussed a possible contract with FACCC, grievance updates and lecture/lab loads.

8. DISCUSSION OF PLANS FOR THE YEAR–

Tabled until next meeting.

9. OTHER BUSINESS–

Appell nominated new Executive Board member, Suzanne Huey of Contra Costa College to fill departing member Stuart Lichter's position.

Following a motion by Appell, seconded by Keating, MSU, to approve the appointment of Suzanne Huey to fill Stuart Lichter's seat until the next UF election.

10. UPCOMING MEETINGS–

- A. 09/12/2013 Next Executive Board meeting at DVC, room L-151

The meeting was adjourned at 5:02 pm.

Submitted by: Terri Adame