

## **EXECUTIVE BOARD MINUTES**

**February 25, 2016**

**DVC Room L-151**

The meeting was called to order at 2:15 P.M.

**PRESENT:** Milton Clarke, Valerie Colber, Vern Cromartie Marina Crouse, Deborah Dahl-Shanks, Douglas Dildine, Marco Godinez, Beth Goehring, Katrina Keating, Bruce Koller, Jason Mayfield, Jeff Michels, Luis Morales, Michael Shannon, Ursula Velonis, Donna Wapner and Terri Adame.

**ABSENT:** Glenn Appell (on sabbatical) and Aminta Mickles.

### 1. PUBLIC COMMENT–

None

### 2. EXECUTIVE BOARD MINUTES –

Following a motion by, Mayfield, seconded by Michels, MSC, with three abstentions to approve the minutes from the February 11, 2016 Executive Board meeting.

### 3. ANNOUNCEMENTS–

- The CCCI Conference is in Sacramento on April 21-23, 2016 at the Citizen Hotel in Sacramento. Six Executive Board members will attend.
- The dates for the United Faculty's 40<sup>th</sup> year celebration campus BBQ's will be at CCC on April 20<sup>th</sup>, DVC on April 27<sup>th</sup> and LMC on May 4, 2016.
- BFA is scheduled on Monday February 29, 2016 3:30-7:00 pm at Francesco's Restaurant in Oakland, and the guest speaker is Debra Silvey, coordinator of Fossil Free California to discuss the CAL-Strs fossil fuel investments.
- The CCC Presidential Forums are taking place on March 3, 2016 from 12:00 noon to 3:45 pm.

### 4. LEADERSHIP REPORTS-

DVC's VP, Crouse stated she has completed one of her faculty evaluation training workshops this week and the next training is scheduled for March 1, 2016. She also completed a one-on-one evaluation training with a faculty member.

Part-time Faculty Advocate, Dildine stated the DVC Equity workgroup met and discussed trainings in early intervention strategies.

CCC's VP, Michels stated he and Goehring met with Administration to discuss the faculty survey regarding reorganization. Equity hour meetings are scheduled in March and April.

LMC's VP, Clarke met with the Equity Hour workgroup on Thursday February 18, 2016 and stated they laid the groundwork for future work. Clarke held faculty evaluation trainings in February. He has contacted students at LMC regarding joining the UF as Student Interns.

## 5. VARIANCE REQUESTS–

Campus	Semester	# of times within last six semesters	Employee	Area	Percent
LMC	Spring 2016	3 <sup>rd</sup>	O'Brien, Julie	Nursing	79.96%
LMC	Spring 2016	2 <sup>nd</sup>	Pope, Robert	Nursing	76.40%
LMC	Spring 2016	4 <sup>th</sup>	Snyder, Barbara	Nursing	94.93%
CCC/LMC	Spring 2016	1 <sup>st</sup>	Reno, Susan	Health Care Ancillaries and Nursing	71.11%
DVC	Spring 2016	1 <sup>st</sup>	Stitt, Catherine	Mathematics	1.250%
<b>ADD: DVC</b>	Spring 2016	1 <sup>st</sup>	Harris, Jessica	Library Science	80.00%

Following a motion by, Michels, seconded by Mayfield, MSU, to approve the variance requests that are listed above.

Claudia Eckelmann, DVC Business Administration Division Chair, is requesting a variance to delay an evaluation schedule for tenured full-time faculty Peter Churchill from spring to the fall of 2016.

Following a motion by, Mayfield, seconded by Michels, with 1 abstention, to deny the request for Peter Churchill to delay his evaluation until the spring 2016 semester. It was denied due to an Ed Code stipulation that says tenured faculty need to change their evaluation date before their evaluation is scheduled and not after the fact.

Ellen Coatney, Chair of the Biology Department at CCC stated they have 10 part-time instructors to evaluate this semester and so are requesting that a non-tenured faculty member Deborah Dixon (this is her 6<sup>th</sup> semester) can evaluate a part-time instructor in her field (Microbiology).

Following a motion by Michels, seconded by Shannon, MSU, to approve CCC's request for Dixon to evaluate a part-time instructor in her field of Microbiology (so long as part-timer does not object).

## 6. TREASURER'S REPORT –

Treasurer Mayfield presented the 1<sup>st</sup> quarter financial statement for Executive Board members to review and after a lengthy discussion they voted to approve it as follows:

Following a motion by Dahl-Shanks, seconded by Crouse, with 2 abstentions (Treasurer Mayfield abstained), to approve the UF's 1<sup>st</sup> quarter financial statement.

Board members discussed adding DVC's Vice-President, Marina Crouse as a check signer on all United Faculty bank accounts.

Following a motion by Michels, seconded by Mayfield, with one abstention by Crouse to approve adding Marina Crouse as a check signer on all United Faculty's bank accounts.

Board members discussed taking retired UF President, Glenn Appell, off all of the United Faculty Bank Accounts as a check signer.

Following a motion by Dahl-Shanks, seconded by Keating, to remove Retired UF President Appell off all United Faculty Bank Accounts.

## 7. EXECUTIVE SESSION–

Executive Board members discussed a Kennedy King Scholarship Fund contribution, calculating load for Part-time Faculty, CRC updates, the compressed calendar, load task force, benefits, and compensation committee updates.

Board members discussed the Kennedy-King Scholarship Fund contribution amount and whether to purchase a table for 10 at the Annual Awards dinner on May 20, 2016 at the Crowne Plaza Hotel in Concord. It was decided to contribute \$500 and to submit a half page ad in the booklet congratulating the scholarship recipients and at a later time to discuss purchasing a table or tickets to the Annual Awards Dinner.

Following a motion by Mayfield, seconded by Dahl-Shanks, with one abstention, to contribute \$500 and place a half page ad in their program book congratulating the Kennedy-King Scholarship recipients.

## 8. OTHER BUSINESS–

Executive Board members had a lengthy discussion regarding the United Faculty's 40<sup>th</sup> year celebration and voted to spend up to \$10,000 on festivities, including UF shirts for faculty.

Following a motion by Mayfield, seconded by Goehring, MSU, to spend up to \$10,000 out of the General Fund for the United Faculty's 40<sup>th</sup> year celebration with BBQ's at each campus to purchase supplies and food for the attendees.

## 9. UPCOMING MEETINGS–

- A. 2/29/2016 BFA meeting
- B. 3/10/2016 Next Executive Board meeting at DVC in room L-151

The meeting was adjourned at 4:59 pm.

Submitted by: Terri Adame