

UF EXECUTIVE BOARD MINUTES
March 9, 2017
DVC Room L-151

The meeting was called to order at 2:16P.M.

PRESENT: Kamala Appel, Glenn Appell, Milton Clarke, Douglas Dildine, Marco Godinez, Katrina Keating, Jason Mayfield, Aminta Mickles, Jeffrey Michels, Luis Morales, Susan Reno, Michael Shannon, Debra Stevens, Donna Wapner and Terri Adame.

ABSENT: Vern Cromartie, Marina Crouse, Rick Godinez, Beth Goehring, and Aminta Mickles.

1. PUBLIC COMMENT–

None

2. EXECUTIVE BOARD MINUTES –

Following a motion by Shannon, seconded by Mayfield, MSU, to approve the minutes from the previous Executive Board meeting.

3. VARIANCE REQUESTS–

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
DVC	Spring 2017	1 st time	Gardner, Sandra	ESL	74.26
CCC	Spring 2017	1 st time	Allums, Leslie	English	79.44

Following a motion by Shannon, seconded by Michels, MSU, to approve the contract variances listed above.

Jeffrey W. Benford, Sr., M. Div. Dean of Counseling and Student Support at Los Medanos College wrote: Three adjuncts have resigned as DSPS counselors over the last two weeks to take full-time positions, leaving 40 hours of weekly, DSPS counseling appointments unstaffed. I am requesting a variance to for Dawn Trujillo, so that she will be able to serve as a DSPS counselor at LMC: Currently, Dawn works in general counseling with a .58 FTE load.

Here are the details of this request:

- Duration: 11 weeks
- Current Load: .58 FTE
- Requested Increase: .34 FTE
- Load If Variance Granted: .92 FTE
- Previous Variances: 1, fall 2016

Following a motion by Michels, seconded by Mayfield, MSU, to approve Los Medanos College variance request for Dawn Trujillo be able to serve as a DSPS counselor at LMC.

Sam Needham, DVC Mathematics Chair and Math Lab Faculty Coordinator wrote: On behalf of the Math Department, I request a variance to allow 3rd year probationary faculty member Clint Ryan to evaluate adjunct instructor Ozlem Guclu who is teaching one class this semester, Math 140 (Tutor Training), a late start class that began last week. Clint Ryan is the only available full-time instructor who has taught Math 140 (the others in the department who have are either part-time, on leave, or 2nd year probationary), and so is in a position to give good advice and feedback to an instructor with that class.

Following a motion by Michels, seconded by Keating, MSU, to approve DVC's Math Department request to allow Clint Ryan to evaluate adjunct instructor Ozlem Guclu.

4. ANNOUNCEMENTS–

The United Faculty's 5th annual Benefits Conference will be on Friday March 17, 2017 from 8:30am to 2:30pm at the Diablo Valley College Cafeteria – Main Street Bistro.

The CCCI Spring Conference is coming up on April 20-22 at Sheraton's Fisherman's Wharf. There are 7 Executive Board members attending.

5. LEADERSHIP REPORTS–

Part-time Faculty Advocate, Dildine stated he is getting requests from Part-time faculty for career coaching, evaluation and interview assistance. He would like to make a video regarding the process of the topics listed above and place it on the UF website.

DVC's VP, Mayfield, stated that he held evaluation training workshops for small groups and individuals last month. The Faculty Development Committee has taken hold of the Equity hour program, and there is an Equity Hour task force meeting on Monday March 13, 2017 to discuss the plan going forward.

CCC's VP, Michels, stated CCC is hiring a new College VP and Department Senior Dean positions due to retirements and leaves.

LMC's VP, Clarke, stated the Equity Hour committee will meet on March 20, 2017.

Wapner reported for Mickles stating the UF Interns are planning to attend the next Governing Board meeting to report on their experiences at the FACCC conference and on their meetings with our state legislators. Mickles is going to be the UF's representative on the EEOC Committee.

6. FIRST QUARTER FINANCIAL REVIEW–

Treasurer Keating presented the UF's 2016-17 first quarter financial statement to Executive Board members. After a lengthy discussion, it was approved as follows:

Following a motion by Dildine, seconded by Godinez, MSC, 5 abstentions, with past UF Treasurer, Mayfield and current UF Treasurer, Keating abstaining, to approve the UF 2016-17 first quarter financial statement.

7. EXECUTIVE SESSION–

Executive Board members discussed legislative visits, the faculty survey, negotiations updates, investigations/legal matters, news from CCCI/BFA, benefits updates, the special governing board meeting, and the UF Benefits conference update.

8. NEW BUSINESS–

none

9. UPCOMING MEETINGS–

- A. 03/14/2017 DGC meeting
- B. 03/17/2017 UF Benefits Conference
- C. 03/22/2017 Governing Board meeting
- D. 03/23/2017 Next Executive Board meeting at DVC in room L-151

The meeting was adjourned at 4:56 pm.

Submitted by: Terri Adame