

YC-AFT Local 4952

Executive Board Meeting Minutes

August 6, 2016 – Hidden Valley Golf Club House

Members in Attendance:

Name	Attend (X)	Comments
Elaine Robinson	X	
Heidi Walker	X	
Kristina Passerini	X	
Steven Shepard	X	
Neelam Canto-Lugo	X	Phone-in. Family emergency
Bob Cassel	X	
Pam Geer	X	
Tom Marquette		
Doug Harris	X	
Judith Kreft	X	
Mary Benson	X	
Brian Doyle	X	

Meeting called to order by Elaine at 12:08pm

****All reports that were turned in before the meeting will be found behind the minutes for the meeting.

****All committee reports will now be turned in before meeting, in a simple outline. Discussion on reports will happen at the meeting.

****Meeting times have changed to 10:00am to accommodate the Secretary/Treasurer's teaching assignment for the Fall 2016 semester.

May Minutes:

- There was a motion on the floor from Bob Cassel to accept the May minutes as provided. Steven seconded the motion.
 - After discussion about some errors in the minutes, the motion was voted on and was passed with all "YEA" votes (only 1 abstention by Kristina because she was not at the meeting in May).

Treasurer's Report:

- No submitted expenses at the meeting. Nominations that came in supported the re-election of the President, Vice-President, and Secretary/Treasurer.
- There was discussion about the expenses that were associated with the printing of all the papers for the Fall Convocations.

- Discussion about reimbursement of travel expenses. People are to receive \$0.53/mile when driving, except on the instance where the cost to fly is cheaper than the cost of driving. In that situation, a member is only to be reimbursed up to the amount of a flight.
- Kris discussed the issue of 5 checks that were due to stale-date by the end of August.
 - EB is planning to make every effort to talk to the 5 individuals at the convocation to give them the opportunity to cash the checks before being stale-dated.
- Kris also discussed two bookkeeping items that she felt needed to be addressed should we ever get audited/questioned about our bookkeeping practices.
 - There are a series of missing check numbers – these were all checks that had errors during printing. The checks will be listed as voided in the check registry for Quickbooks.
 - When voiding checks, there needs to be more information about why they were voided. Going forward, persons voiding checks will enter the date voided, their initials, and give a reason for the voided check.
- Motion made by Heidi to change bank signers on our Tri-Counties account to Elaine Robinson, Heidi Walker, and Steven Shepard. The motion was seconded by Bob
 - All members voted “AYE” and motion was passed.

President’s Report:

- President gave a synopsis of CFT conference she and Neelam attend. Elaine went to the “Leadership” meeting and Neelam went to the “Building Power” meeting.
- Elaine has designed a name tag for everyone to wear at convocation.
- Main goal is to change the image of the Union from one of “the Executive Board is the Union” to one of “We are all the Union”.

CFT Report:

- Brian discussed the Prop 30 extension which is now Prop 55 and its importance to all of us. Key points include:
 - Sales tax drops off (0.25% of current tax)
 - The financial impact is \$8-10 billion/year for education that is trackable spending.
 - This will affect the top 3% of the tax bracket.
 - More information is at CFT.org

Membership report:

- Mary discussed that the main goal this year of the Membership Committee is to increase our membership to 95% participation.
- We are going to look for Department Reps whose responsibility it would be to act as a conduit for information. We need to look for people who would be on campus at different times/days. They would have no requirement to attend monthly meetings. They are not required to be on the Executive Board. They need to be in contact with our campus reps.
 - We want to get the word out about negotiations for when we need members to attend Board of Trustees’ Meetings.
 - Discussion about sponsoring a retreat with EB and Department Reps.
 - To be held over a weekend.
 - Thinking Marconi Conference Center.

- We would pay for attendees and the attendees could pay for their spouses if they chose to bring them.
- There is a non-instruction day on October 26th.
 - We would like each campus to sponsor workshops (afternoon and evening) and a meal.
 - Would go towards adjuncts' FLEX obligation.
 - Need people willing to give presentations for this.
- There is a new booklet that will be handed out to all new adjunct faculty members.
 - This booklet contains information to help our new adjuncts know how to apply for office hours, procedures, etc.

Grievance:

- Judith is currently working with several individuals with problems involving nonpayment, right of assignment, and some ancillary non-contractual concerns.

Discussion or questions on submitted reports:

- No one had any questions or issues with submitted reports.

Negotiations update:

- Discussion about the 0.67FTE as it is written in the contract.
 - Discussion outcome is that it would not be an issue as written.
- We are negotiating monetary issues at this point. Recent administration departures of the CFO and Denice Daniels may impact negotiations.

New Business – Agenda for Membership Meetings to be held on August 10th and 11th.

- We will share results of the election for the Board positions.
- Talk about Prop 55.
- Talk about our current status in Negotiations.
- Hoping to get members into an open discussion of any issues they have had that we can help correct.
 - Also, we want feedback on the idea of the compressed calendar and Saturday teaching.
- Election of campus reps.
- Motion for the payment of \$20 parking passes at the meeting by Judith, seconded by Steven.
 - Motion was passed.

Newsletter:

- Looking for a new editor. Asking for volunteers at convocation.

Future Meeting schedule:

- September 10th- 10:00am – Marysville – location to be determined.
- October 15th – 10:00am - phone in meeting
- November 19th – 10:00am – Woodland Campus

***Meeting was adjourned at 1:58pm.

Treasurer's Report

Checking:

Balance: \$1,195.40

**There are 5 checks that are due to stale date by the end of August:

Jim Prager - \$20 – MV

Michelle Salluzzo - \$20 – MV

Paul Dyson - \$20 – Lake

Melissa Gunby - \$20 – WCC

Sheila Rosenau - \$20 – Lake

**There is one check to Neelam that stale dates in November.

Savings:

Balance \$129,680.14

Other Bookkeeping items:

1. Skipped Check numbers
2. Recording more information on voids.

YC-AFT Membership Drive Meeting
07/21/2016

The membership committee met at Neelam's home. Present were Neelam Canto-Lugo, Heidi Walker, Elaine Robinson, Brian Doyle, Kris Passerini, Mary Benson.

We discussed an overall goal to broaden our image as more than just group to go to in the event of problems. Everyone is the union; the e-board is just the spokespeople.

We have some cross-union networking is happening via Neelam, which is good. We can expand this through Central Labor Council: where we can find the members of the regional labor councils.

According to training attended by Neelam and Elaine, we actually will need a 1:10 or 1:15 ratio (membership people : unit members) to do this successfully. We need people who don't want to do meetings, but would be a communication conduit. We discussed doing this by department, and ended up looking for people to communicate with other faculty on campus at the same time as they are.

We discussed we could communicate things like how to apply for office hours, Flex issues, Senate issues. These would be not elected people, but serve a function as a communication liaison. Target: have 3X-4X more people serving as these communication liaisons than we have as campus reps (i.e., 6-8 for Clear Lake, 9-12 each for Woodland and Marysville).

We would be looking to communicate with all part-timers, not just the non-members.

Convocation/General Membership Meeting: Plan for more interactive meeting to get ownership of the issues and participation. Update on negotiations. Goal: find out what is going on with them. Examples:

Writing SLOs and not getting paid? Writing curriculum and not getting paid? Do you know how to apply for office hours?

New instructors get no help on office hours or Flex. New hires--we could have someone contact them right away and assume some responsibility for orientation for the new hires, because it isn't happening from management. We will put together a handout covering a handful of issues, so people can know where to turn, and give them Union contact info.

YCCD for Part Timers booklet

- Flex : where you go, what you do. What it is, how you get it.
- Office hours: steps to get
- Evaluation: how it is supposed to work
- How to get your colleague number
- Compensation issues: Curriculum/SLO/committee participation
- How to forward your email (explain the caveat that some emails don't forward)
- How to apply for unemployment at the end of the semester
- Who to contact for further info on certain subjects
- How to use the print shop
- How to use the library
- How to get our website

Initially, we give it to everyone, not just the new hires.

Our plan for Fall 2016:

- 1. Member recruitment:** get the list for Sutter/Woodland/Marysville outreach as early in the semester as possible. Mary will contact CFT IT to get them to generate the contacts based on the class schedules. Brian to go to the campuses with the campus reps, with some materials to recruit members.
- 2. Conduct a training (retreat?),** perhaps by CFT Laura Curry; asking people to find the communicators.

3. Training Day 10/26 for CFT to present on Flex. 10/26 is a non-teaching day: STRS presentation, other presentations. We could find speakers for this, but 10/26 may be a problem with CFT because of the upcoming election.

Neelam will look for 4 people to be our communication helpers. Elaine will ask Charlie bass. Heidi will ask 3-4 people at Marysville.

Neelam presented a list of items we could do, compiled during her recent training:

- Intro of part timers at convocation
- Vital signs of a strong Union: constantly building the union; their checklist
- Plan training for e-board
- Recruit the site reps and train them about what they are to do
- Bi-monthly communication email about negotiations, etc.
- Contact 1-4 members to be communications people for us
- Have a 1-day workshop for membership in mid-October on union building
- Membership recruit by face-to-face, fill out application right there
- Have a strategy meeting 2X/semester
- Build relationships with other unions--other schools, workers' unions
- Set up COPE (committee on political education); separate voluntary contribution from members designated for political expenditures; regulatory issues on restrictions on dues money uses.
- Have accountability of each member: what I am doing to recruit new reps and new members. Tracking the contacts we have with people. It takes more than 1 contact. They sign the 2nd or 3rd time I around.

Respectfully submitted,
Mary Benson

Negotiation Update – August 6, 2016 YC-AFT Executive Board Meeting.

In addition to the four tentative agreements (TA) reported earlier for the collective bargaining covering July 2014 through June 2017, negotiations have produced TAs as follows:

1. Saturday teaching assignments may not be used to fulfil seniority-based return rights unless the part-time faculty member agrees.
2. Initial assignments (teaching offers) must be in writing. Part-time faculty will have no less than to accept the offer. If a class is cancelled less than two weeks prior to its start date, the assigned faculty member will be compensated for the first week of class.
3. Several changes have been agreed to regarding the evaluation article of the contract.
4. Significant changes to the grievance process have been agreed to that include binding arbitration as the final step.

Remaining issues to be bargained include salary scale adjustments for the years of the contract, and resolution of YC-AFT's proposal for a new Disciplinary/Complaint article.

The very recent departures of the district's Chief Budget Officer, and the primary HR office support staff, raise concerns about not only the pace of future negotiations as well as follow through and compliance with past and future contractual agreements.