

MINUTES

Representative Council Meeting

Saddleback College, President's Conference Room

December 2, 2013

Officers Present:

President-Elect: Claire Cesareo
Treasurer: Ken Woodward
Membership Chair: Loma Hopkins

Grievance Chairs Present:

Lee Haggerty, Saddleback College

Representatives from Irvine Valley College Present:

Diana McCullough, General Counseling
Brenda Borron, Humanities and Languages
Tony Lin, Library Services

Representatives from Saddleback College Present:

Don Bowman, Business Science and Economic Workforce Development
Mark Blethen, Kinesiology and Athletics
Michael Channing, Liberal Arts
Josh Pryor, Liberal Arts
Elizabeth Horan, Online Education and Learning Resources
Samantha Venable, Health Sciences and Human Services
Frank Gonzalez, Mathematics, Science and Engineering
Margot Lovett, Social and Behavioral Sciences
Blake Stephens, Advanced Technology & Applied Sciences

Part-time Representatives Present:

Susan Bliss
Carla Reisch
Bev Wirtz
Gordon Richiusa
Scott Kim (alternate)

The meeting was called to order by Claire Cesareo, President-Elect, at 3:07pm. President Paula Jacobs was absent due to illness. A motion to accept the agenda was moved by Don Bowman and seconded by Elizabeth Horan. It was unanimously approved.

1) Approval of Minutes

A motion to approve the minutes of November 4, 2013, was made by Elizabeth Horan and seconded by Tony Lin. It was unanimously approved.

2) Treasurer's Report (Ken Woodward)

Ken started his report by congratulating Mike Javanmard for winning the CTA State Council seat in the recent elections. Executive officers expenses are under budget. Postage item seems to be running over budget, largely due to the fact that CTA has enlarged the size of items that need to be mailed. Ken asked if we should allocate more money or transfer from another account to postage. Claire said there is no need to change the budgeted amount for this year. Next year the postage amount can be adjusted based on this year's expenses. By next month Ken should have a laptop to be able to bring the records in digital form.

3) Membership Report (Loma Hopkins)

Loma stated that membership continues to increase largely due to fair share, and she thanked the representatives for helping with these efforts. Loma asked that the representatives contact her or Dey if they find an error in the list of part-time faculty list in their division or school. Mark Blethen asked about a few members on his list that are retired and might be members but are shown as fee payers. Gordon Richiusa asked why he didn't get a list. Loma explained part-time representatives do not represent a particular school/division due to many working in different schools/divisions. Gordon asked for a list; Dey will email one to him. It was stated that workshops are used to share information about the association. The November 16 workshop held on part-time unemployment had low attendance, however, it went well. Susan Bliss stated that workshops are good source to recruit new members. Loma stated that the next workshop is the retirement workshop on Feb. 28 for part-time faculty.

4) Communication Committee Report

Claire stated that the newsletter went out last month.

5) Part-time Faculty Report (Beth Clary)

Susan Bliss gave the report for Beth Clary, who was not in attendance. She asked all representatives to post the newsletters in their division/school. Loma stated that she and Beth have discussed the possibility of hosting a part-time faculty orientation event and when it should be held. The orientation is important because many part-time faculty are still not aware of the differences between the Faculty Association and the Academic Senate. Elizabeth Horan reminded the group that there is a part-time faculty dinner hosted during flex week. Claire added that reports from the survey show that most part-time faculty do not attend flex week due to lack of incentive. Scott, however, stated that this is the time when more faculty might be available to attend, and that it was more an issue of incentives and not timing and that the incentive should be what they will get out of the event. He suggested that instead of just billing it as an "orientation," we should use statements like "want to increase your pay?" on the announcement. A discussion ensued and it was decided that the part-time faculty orientation would be held during flex week for Fall 2014. Susan stated that she is investigating numbers on faculty figures such as salary, etc. Claire added that Beth has posters on "would you rather work at Walmart" and if anyone is interested in getting one to post they should email Beth.

6) Organizing Report

In each representative's packet there is a flyer on the gathering before the board meeting Dec. 16. An email announcement will be sent out. Representative were encouraged to attend and asked to mobilize others in their division or school to attend.

7) Negotiation report

Samantha Venable gave a brief negotiations report due to Lewis Long's absence from the meeting. She stated that the faculty negotiations survey is still going until Friday. Once the survey is complete, the negotiation team will meet again to discuss the results.

8) CCA Conference

The upcoming CCA conference, to be held from February 7-9 in Long Beach, was announced. Diana McCullough, Samantha Venable, Margot Lovett, Claire Cesareo, Blake Stephens, Scott Kim, and Loma Hopkins stated that they are interested in attending. Claire explained that we are part of NEA, CCA, & CTA and explained the set-up of a typical conference for the new part-time representatives. The deadline to be added to list to attend is before the winter break.

9) New Standing Rule/Second Reading

A second reading of the standing rule on electronic equipment was reviewed and discussed. The name was changed to specify laptops and tablets due to their specific depreciation rates. Depreciation will be 3 years. Claire read the changes to the document from the last meeting. Frank Gonzalez suggested that a statement be added for situations in which a laptop is used for less than one year. Blake Stephens made a motion to approve the standing rule as amended; it was seconded by Brenda Borron. The standing rule was unanimously approved. Brenda asked that Claire send the revised copy to representatives. Frank asked how the laptops/pads will be purchased. Claire stated that an amount will be assigned based on the approved budget, and the purchases will be monitored by the Exec.

10) PAC Meeting Announcement

APAC meeting will be held on January 27, from 3:30 to 4:30 in AGB room. Ken questioned the location of the room, and stated that CCA suggests that these type of meetings should not be held on campus. Brenda asked who is invited to attend. Claire responded that the previous PAC is invited. Ken suggested that we talk to Robin from CCA to ask about meeting on campus. It was stated that SVEA could be a possible location. We will need to investigate if available on this date.

11) Next Meeting: The next meeting will be at Irvine Valley College.

12) Adjournment: A motion to adjourn the meeting was made by Elizabeth Horan and seconded by Mark Blethen. It was unanimously approved. The meeting was adjourned at 4:10pm.