



**YFA REPRESENTATIVE COUNCIL  
APPROVED MINUTES  
March 17, 2021**

Meeting is called to order at 3:02 pm

**QUORUM [X]**

**EXECUTIVE BOARD**

President	Shelley Akiona	[X]
Vice President/CC	Erik Andar	[X]
Vice President/MJC	Steve Choi	[X]
<del>Budget Analyst</del>	<del>Vacant</del>	<del>[-]</del>
Secretary	Iris Carroll	[X]
Treasurer	Larry Scheg	[X]
MJC College Council	Ross McKenzie	[X]
Rep At-Large/MJC	Optimism One	[X]
Rep At-Large/MJC	Hardev Dhillon	[X]
Rep At-Large/CC	Craig Johnston	[X]
Other Positions:		
Faculty Liaison:	Allan McKissick	[X]
Lead Negotiator:	Jim Sahlman	[X]

**REP COUNCIL**

Agriculture/Environmental Sciences:	Mike Morales	[X]
Allied Health:	Jill Ramsey	[X]
Arts/Humanities/Comm:	Haleh Niazmand	[X]
Family/Consumer Sciences:	Amy Carnahan-Cook	[X]
Behavioral/Social Sciences:	Steve Choi	[X]
Business:	Linda Kropp	[X]
Library/Learning Resources:	Iris Carroll	[X]
Physical/Recreation/Health Ed (FA):	Demitrius Snaer	[Absent]
Literature/Language Arts (A):	Optimism One	[X]
Literature/Language Arts (B):	Tony Pacheco	[X]
Science/Math/Engineering:	Tom Nomof	[X]
Science/Math/Engineering:	Hardev Dhillon	[X]
Special Programs (EOPS/DSPS):	Ben Riley	[X]
Student Services/Counseling:	Hanna Louie	[X]
Technical Education:	Tim Vaughan	[X]
CC Rep A At-Large:	Don Dickinson	[Absent]
CC Rep B At-Large:	Sylvia Watterson	[Absent]
CC Part-Time At-Large:	Rebekah Sandlin	[X]
MJC Part-Time At-Large:	Duane Brooks	[Absent]

**Note: held via Zoom because of the coronavirus outbreak**

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We began the meeting with Shelley introducing our new Part-time faculty representative from Columbia College, Rebekah Sandlin. Welcome Rebekah.

**Consent Agenda**

- Approve [Rep Council Minutes](#) – February 17, 2021
- [YFA Calendar of Meetings for Fall 21 & Spring 22](#)
- YFA Reps to Resource Allocation and Facilities Committee: Iris Carroll & Mike Morales
- Accept Reports:
  - MJC Student Success & Equity Committee/Student Services Council 2/19/21
  - MJC Resource Allocation Council (Resource Allocation and Facilities Committee) 3/5/21
  - MJC Instruction Council 2/16/21

Ross McKenzie moved and Iris Carroll seconded to approve the consent agenda.

The consent agenda was approved unanimously.

### **Action/Continuing Projects**

#### YCCD Savings/Carryover/Deficit Report – Shelley Akiona

Shelley shared this DFAC item with the body so that we are aware of it. No action is required. DFAC is working on what happens with funds carried over from the previous fiscal year. For the first time colleges will be able to keep 75% of any remaining monies at the end of the fiscal year, with 25% going back to the District. There is an ongoing discussion about whether or not individual departments should be able to keep their carry-over funds.

#### Ratification-Spring 2021 – Shelley Akiona

YFA will be sending out two Bylaws articles for ratification of the full body on Monday, March 22. This ratification will include a vote on two items:

1. The new Article 20: Political Endorsements.

We reviewed final draft.

Iris Carroll moved to approve the draft and forwarding to the membership for a vote. Haleh Niazmand seconded.

The motion passed with 14 approvals, 2 disapprovals, and 1 abstention.

An email explaining what to ratify will go out Monday.

2. The dues increase for Full-Time faculty, that the membership recommended in a survey last March. As a reminder, YFA membership chose to support an incremental dues increase to be phased in over the next two years (e.g., from \$75/month to \$90/month 2020-21, then from \$90/month to \$100/month for 2021-22). Because the rapid switch to remote operations happened shortly after the survey concluded, YFA postponed ratifying the increase at that time. Obviously, we are shifting the dates to begin August 1, 2021 for the first incremental increase and August 1, 2022 for the second one.

This increase does not affect Part-Time faculty and the YFA was able to secure a 2.49% raise this year in line with our formula funding model.

Optimism One moved to approve the dues increase and forwarding to the membership for a vote. Hanna Louie seconded.

The motion passed with a unanimous vote.

#### MJC Athletics Return to Campus Plan– Ross McKenzie

Ross McKenzie, YFA College Council Representative, presented the Rep. Council with a plan that our athletic faculty and administration crafted to enable MJC athletes to return to campus.

Discussion ensued over several points:

It was pointed out that many of our athletes are ready to transfer and do not need to stay enrolled for another year yet do need an opportunity to play for recruitment purposes before transferring.

The plan looks complete and sound.

Funding of the plan does not seem to be a problem.

Our athletics faculty have asked for our support. They have been woefully under supported and underfunded for years.

It was also pointed out that We're already behind as a conference and a school because other schools are already competing.

Ben Riley moved to approve YFA support of the plan and Larry Scheg seconded.

The motion passed with 15 approvals and 3 abstentions.

#### Return to Campus Update – Shelley Akiona

Jim Sahlman, who serves on the Return to Campus Plan workgroup, reported that their workgroup is being reconstituted and will meet on March 29 to update the plan. Shelley informed the group that Dr. B. has been in conversation with the county and has discovered that the county will have enough vaccines available for everyone over 18 by early June. Hanna Louie volunteered to serve on the Return to Campus Plan workgroup as a representative for non-classroom faculty concerns.

We also learned that Chancellor Yong's philosophy for fall is to proceed with a concern for safety first and a commitment to volunteerism for faculty to be on campus. Allan McKissick emphasized this point of view saying the VPI Zellet has said that same thing.

Representatives expressed their feelings and concerns about returning to campus.

We discussed Hy-flex classrooms and the committee that is working on planning them. Linda Kropp volunteered to serve on that committee.

Concern was raised about whether or not faculty being assigned f2f classes in the fall would fall under a dean's right of assignment or if it would be voluntary. Allan McKissick reminded the group that Chancellor Yong's philosophy for fall is to focus on volunteerism for faculty to be on campus.

Craig Johnston shared that the Columbia College library will be opening in person on March 22. He continued by stating that in the fall some labs will return f2f and there is some discussion at the department level inquiring about faculty interest in returning to f2f teaching in the fall. He ended by saying that it looks like Columbia will maintain the same schedule as they've had this spring. Culinary Arts is doing Hy-flex currently.

There were questions about a possible vaccine requirement for faculty. Shelley stated that we do not have an answer on that topic now and concluded that it looks like returning to campus will be slow.

#### YFA Executive Assistant Employment Agreement Proposal (8/1/21 thru 6/30/23) – Shelley Akiona

- The body asked Geri to leave so that we could discuss the contract for this position.
- Shelley stated that the contract would start on August 1 instead of May 1 to coincide with faculty return to campus.
- She informed the body that the current 11-month contract with 40 hours per week is relatively new and only increased to this level during the strike.

- We discussed the pay and benefits stipend attached to this position and an evaluation process that would take place prior to the second year of the contract.

Craig Johnston moved to approve this 2-year contract as presented and Tony Pacheco seconded.

The motion passed unanimously.

### **Announcements, Updates & Other Business**

- President's Report – Shelley Akiona
  - PT hiring process – YFA and Senate are working together to improve this process. At the same time, we're trying to tie this process with MQs and equivalency. Beginning immediately, there is a second box on the hiring form that indicates whether or not applicants have met MQs and/or equivalency. This addition to the form will help provide cohesion with equivalency across the colleges.
  - Shelley has also been working on the way faculty absences are reported and calculated. Faculty are the only group within the District who have absences counted in days or portions thereof, rather than in hours. Finally, HR has agreed to change our absence accounting to hours. HR has to calculate conversions for all faculty, so we probably won't see the change until July 1.
  - Thanks to hard work by Optimism One, HR is working on cleaning up the 360 evaluation process for certificated administrators. Deans and above have an annual evaluation, and every four years they should undergo a 360 evaluation. In short, the 360 review is a performance evaluation that solicits feedback about the evaluatee from all directions: their managers, coworkers, and direct reports. YFA has been trying to get HR to clean up the process for evaluating administrators. If deans and above have not had a 360 evaluation in the last four years, HR has indicated their next evaluation should include the 360 review. In the past, faculty have not been included in the 360 review on a consistent basis. There was discussion about administrators having the same evaluation process as do faculty. The current leadership evaluation process is outlined in the Leadership Handbook on the YCCD website.
  - Draft of webcam guidelines. The Academic Senate is reviewing [guidelines for webcam use in online classes](#). YFA has an interest in these guidelines as they may impact faculty's academic freedom and working conditions. Please be sure to send comments to your [Academic Senate](#) representative.
  - Shelley concluded by reporting that the MJC Presidential search is moving along. Dr. B. has applied.
- Vice Presidents' Updates – Steve Choi / Erik Andal
  - Steve reported that he is working on several complaints at MJC.
  - Shelley reminded us to get DSPS testing issue feedback from our colleagues.
- Secretary/Membership Coordinator Update – Iris Carroll
  - Iris reported that we now have 41 PT members.

- College Council Updates – Ross McKenzie ([MJC Report](#)) & Craig Johnston ([Columbia College Report](#)) - No report.
- Negotiations Update – Jim Sahlman / Negotiations Team
  - Jim reported that the team is working on:
    - Stipends and reassign time language.
    - Large lecture classes. He thinks we'll get language completed on this issue during this round.
    - Incentivizing faculty to ensure they make cap at census.
    - Part-Time office hours will be completed in this round of negotiations. We're discussing having office hours compensated, based on flat rate of \$30 per hour. This agreement will not affect the 67% PT employment cap because office hours will be part of the PT faculty assignment. Shelley explained that there will be a formula based on the number of units taught.

**ADJOURNED 4:59 p.m.**