

YFA REPRESENTATIVE COUNCIL MINUTES

September 18, 2024

YFA Faculty Lounge, Room 102—MJC East Campus & Zoom

Executive Board

YFA President	Brian Greene	[X]
MJC Vice President	Optimism One	[X]
CC Vice President	Derrick Wydick	[X]
Secretary	Theresa Stovall	[X]
Treasurer	Hardev Dhillon	[X]
MJC College Council	Iris Carroll	[X]
CC College Council/Mem At-Large	Joe Manlove	[X]
MJC Member At-Large (A)	Erin Black	[X]
MJC Member At-Large (B)	Tom Nomof	[X]
Past President	Dimitri Keriotis	[Absent]
Lead Negotiator	Shelley Akiona Traub	[Absent]
Faculty Liaison	Allan McKissick	[X]

Rep. Council

Agriculture	Lori Marchy	[X]
Health Professions	Allison Sampson	[X]
Arts, Performance & Hum (A)	Brian Sinclair	[Absent]
Arts, Performance & Hum (B)	Haleh Niazmand	[X]
Behavioral & Social Sciences	Marvin Jackson	[Absent]
Child Development	Yumi Lee	[X]
Library	Iris Carroll	[X]
Language Arts (A)	Cynthia Duclou	[X]
Language Arts (B)	Laura De Leon	[X]
Physical Ed & Rec	Jim Stevens/Demetrius Snaer	[Absent]
Science, Engineering & Math (A)	Mike Adams	[X]
Science, Engineering & Math (B)	Jennifer Richmond	[X]
Counseling	Hanna Louie	[X]
Special Programs	Ben Riley	[X]
Industry, Trades & Public Safety	Vacant	[]
Business & Computing	Tim Vaughan	[X]
CC Member At-Large (A)	Tim Elizondo	[X]
CC Member At-Large (B)	Spencer Potiker	[X]
CC PT Member At-Large	Rosa Hernandez	[Absent]
MJC PT Member At-Large	Duane Brooks	[Absent]

Meeting called to order at 3:01 pm

Introductions: All members present gave a brief introduction of themselves to the group.

Consent Agenda:

- Approve Rep. Council Meeting Minutes from [4/17/2024](#) *
- Appoint Shelley Akiona Traub as YFA Lead Negotiator and Brian Greene, Optimism One, Derrick Wydick, Tom Nomof and Hardev Dhillon to the YFA Negotiations Team.
 - Motion to approve Consent Agenda: Iris Carroll; Seconded: Lori Marchy; vote: Unanimous

Discussion/Continuing Projects

- Review the [Rep. Council Handbook](#) and representative expectations - Brian Greene

The Rep Handbook gives a template for writing YFA reports. It goes over the representation of our committees, and it discusses the duties that are expected of a representative. The handbook does a great job laying out duties, such as adopting a yearly budget, which is one of the items on the agenda for today. The most important thing for a representative to keep in mind is to be a conduit for communication between faculty at large and the union. Communication goes in both directions. Reps should be communicating in their schools/ departments/ areas, talking to faculty about concerns and issues that we need to work on, and Reps are empowered to bring those concerns and issues back to YFA to do our best to address them where we can. If it's something that needs to be negotiated, YFA can inform the negotiation team. If it's something that we need to reach an agreement with the District, we can work on that outside of the negotiation team. Whatever it is, the vast majority of things we hear about come from faculty. YFA Representatives represent people from departments with fewer than 5 people to departments and schools with many dozens of members. For example, Columbia College has 2 Reps for the entire college, so they represent many members. Essentially, Reps report out information from YFA to their constituencies, as well as reporting information from their constituencies back to YFA. Finally, an important precept to keep in mind when Reps are voting in YFA, and they are representing themselves, but your

constituencies at large. Therefore, Reps have a major duty to represent their electorates in their YFA votes as best they can. Reps are encouraged to be thoughtful when voting to make sure that the casted votes are based on the consensus of the members of the school, department, or division they represent.

- Tips from Veteran Reps on how to best represent your schools, divisions, departments, or areas
 - Op- Hold a meeting before a school meeting for about 30 minutes to address concerns and issues as well as report out information from YFA. If more time is needed, Reps can follow up with specific faculty members later. Another suggestion is to be present and be available to faculty by simply standing in some office doorways. Greeting faculty when you see them and asking how they are doing. Checking in with colleagues will go a long way to establish communication, so they will feel comfortable discussing their concerns and issues as faculty members.
 - Allison- First, please make sure your faculty knows how to contact Op, YFA Vice President. Going door- to- door is an effective method for communicating with faculty in an informal and comfortable environment. Try to arrange time before your school or department meetings to meet with your faculty; it really helps to have a space to report out information and receive concerns to address with YFA.
 - Tom- For divisions and departments that only meet 2 times a year, and they do not have Reps for each of their individual departments within a school, it can be difficult for Reps to try to attend each small department meeting in person or on Zoom. Therefore, Brian clarified that his suggestion to Reps to establish regular communication with their faculty did not mean having to attend all department meetings, but that he wanted Reps to develop a method to create a connection to effectively represent the concerns of faculty as well as report information to faculty from YFA. Email is an effective method of communication too!
 - Haleh- Because our department has a lot of consensus on issues affecting faculty, our YFA meeting is set up for the end of the division/school meeting, but many faculty members will leave before the Rep can present information. However, since I have been the Rep since 2013, everyone knows how to contact me if there is a concern or an issue. Since I am left with email as a major form of communication, the subject line of the email has to be the hook that alerts faculty members to read the email. In my experience, one email is never enough. I follow up with several emails to make sure faculty are aware of important information.
 - Allan-My dean is pretty good in accommodating YFA meetings. When a dean is not being accommodating to YFA meetings with faculty, do we [YFA] have any leverage or influence in that situation? Brian- There is nothing contractually to force deans to allow a YFA portion in school or department meetings, but YFA can certainly encourage deans to allow it, and in my experience, most deans do allow YFA meetings, but when they don't, there is usually a reason why they can't. YFA can talk with deans to discover if another time would be appropriate for the YFA meeting. Brian- To address Allan's question, YFA cannot force itself onto a school meeting agenda.

- Proposed YFA annual budget for 2024-2025* - Hardev Dhillon
Hardev presented her proposed budget based on recent trends and inflation.

- ✓ Motion to approve Proposed YFA annual budget for 2024-2025: Derrick Wydick; seconded: Op One; vote: Unanimous
 - Brian – YFA is in a very strong position fiscally because we have over 295 full-time members. We have an operating surplus. Having an increasingly large operating surplus is a good position to be in.

- Shared governance documents ([Lit & Lang example](#))* - Brian Greene

Brian – This discussion is a carryover conversation from last year. The contract includes an article, 34.1.3.3, that encourages a Shared Governance Document (SGD). The SGD does not supersede the contract, but it can clarify some departmental or area processes for a variety of things. They can be quite helpful. For example, YFA has had a handful of issues about department seniority. Department seniority is not addressed in the contract. The district

does track date of hire, and the district uses that official list to determine seniority in cases of layoffs. But, that list is potentially different than departmental seniority. Having a SGD can actually spell out what departmental seniority is. Literature and Language Art's SGD, 2017, was used as an example of an SGD. Schools are not required to have them, but YFA would like for people to know that they exist, and schools, divisions, and departments are allowed to have them. Reps are encouraged to look at them to make sure they are current and align with the changes to the contract.

There was a discussion about the types of things covered in SGDs and where they are kept.

Announcements and Updates

- President's Report - Brian Greene
 - Rep. Council meetings open to YFA members

This discussion of open Rep Council meetings to YFA members was discussed at the Exec meeting a few weeks ago, and the consensus is that the Rep Council meetings are open to all YFA members. Those who are not members could attend the meeting if they are invited. We, of course, reserve the right to close the meeting to only include Rep Council members if confidential matters are being discussed.

- In-person load requirement

The new contract language for in-person load requirement reads that faculty must teach 20% of their load in person. For example, a typically course is 20%. If it's hybrid, then half of that would count towards the 20% in person requirement, meaning someone would need to teach two hybrids to meet the requirement. There are some exceptions to the 20% in-person teaching requirement, but faculty would need to work with their administrators when there is a cause for an exception.

- Does the new language in the contract supersede the previous language that stated that faculty could not be forced to teach online?
 - Only instructors who have successfully completed the online teaching training are eligible to teach online. The dean is responsible for assigning classes in a manner to allow faculty to meet the requirements of the contract.
- How would tele-courses apply with this requirement? Some instructors want to work from their offices to teach their tele-courses. How would that work with the 20% in-person teaching requirement?
 - I think those courses would work as an in-person class. All the rule is saying is that the deans need to schedule everyone at least 20% in person.
- How does the 20% requirement apply to part-timers?
 - The 20% in-person teaching requirement does not apply to the potential 67% teaching load of part-timers.

- District Public Safety Committee

This is a new committee. It will include some community members from Modesto and Sonora. YFA has two representatives on this committee. If there are folks who are interested, please let Brian know. No meetings are scheduled as of yet.

- FSA Process

First and foremost, FSA only applies if we have layoffs. Please do not get worried about this process unless we are going to have layoffs. This is a good time to make sure your FSA paperwork is in order. Amber and Brian have the seniority list if you have questions about what your FSAs are. If you have minimum qualifications in another service area, you can apply for an FSA in that area. Then if we have layoffs, and we have bumping, then those FSAs will

come into play. For example, if Op has an additional FSA in History, and he is laid off in English, he could potentially have bumping rights in History as well as English. The deadline for FSA applications is October 1st. It's a different deadline than the one we had in the past. The FSA process can include the equivalency process, but it is separate. The equivalency process is an Academic Senate process to evaluate if instructors meet MQs in a given area. If you are unsure if you meet the MQs in a service area, your FSA application would need to go to the Senate for evaluation to determine if you have met the MQs in that service area. Then the application would come back to YFA once the equivalency process is completed. The decision process of FSAs occurs in November.

- Negotiation Surveys

Negotiation Surveys were sent out last week. We have a focus topic set for negotiations because we did not finish everything from the Spring. We might be able to tackle some other things; we just need to survey the faculty membership and see what other things are on faculty members' minds. We have received over 100 responses. The survey will close next Monday, 9/23.

- YFA Workshops

We are preparing to conduct a couple of workshops. The first is the 2nd Wednesday in October, 10/9, 3pm -4pm, is the date of the workshop. The topic for the first workshop will possibly be Retirement: 403b and 457b type stuff.

- Vice Presidents' Reports

- Optimism One

- Op is currently working on some issues he inherited from Steve Choi in the Fire Academy with pay issues. We are very close to resolving the issues. A lot of the issues that he deals with center on payroll questions. Keep an eye on your payroll check in regard to deductions and stuff like that. Op has met with all the deans. He has a good rapport with them. He has also attended a few department meetings to introduce himself, potentially put out a few fires, and offer his phone number to assist faculty with concerns. We should encourage faculty to resolve things at the lowest levels instead of going to HR first.

- Derrick Wydick

Derrick has been really busy at Columbia. He is dealing with payroll issues too. He has dealt with some new hires who are trying to resolve salary placement issues.

Brian- Please inform Part-time Faculty that they must to be evaluated twice before they have re-hire preferences. If a part-timer has been skipped over for an evaluation, please let us know.

- Negotiations Update - Shelley Akiona Traub (Report by Brian)

The 1st session with the District was last Friday. We are focusing on three things: Article 6: Evaluations, Article 7: Part time Faculty, and a section of Article 4- Composition and Creative Writing Load Differential. Those three areas are the main focus of negotiations right now. The first session just lined out our approaches. The District raised the idea of potentially the whole re-hire process. They have not presented a formal proposal for changing the re-hire process. The next session is in 3 weeks.

- Treasurer's Update - Hardev Dhillon

Our finances look good and will only get better with new full-timers and part-timers joining. We will roll over our CD that will expire this month to the highest interest CD rate that is available at that time.

- Membership Update - Amber Maines

Per payroll deductions as of August 30, 2024, there are 307 full-time members, and we have about 100 part-time faculty members.

- Faculty Liaison Update - Allan McKissick
It is in our best interest as faculty is to have a good working relationship with the Board.

Council & Committee Reports

It is preferable to submit written reports ahead of time and provide a summary at the meeting as needed.

- District Council- Tom Nomof - [04/24/24*](#)
- DFAC - Tom Nomof - [9/6/24*](#)

It was announced at District Council that new training programs required by the state:

Workplace Violence Prevention Program

1. Violence Prevention Training
2. Sexual Harassment Training

Flex credit will be available for each training session.

- College Council -
Iris Carroll [8/26/24*](#) [9/6/24*](#)

Brian Sanders wants the Board to be aware of Faculty tenure and employee degree attainment, and Sanders wants to know if YFA is in agreement.

- Joe Manlove - *no report submitted*

Brian reported: Academic Calendar committee has finalized the calendar for next year, 2025/2026, and 2 status quo tentative calendars for the years after that. Those tentative calendars are going to the Academic Calendar Committee in a couple of weeks.

- MJC Professional Development Committee - *vacant*
- MJC Resource Allocation & Facilities Committee - Iris Carroll/Lori Marchy - *no report submitted*
 - MJC Student Success & Equity Committee - Claudia Ramirez - *no report submitted*
 - MJC Technology Committee - Michael Leamy - *no report submitted*
 - MJC Online Education Committee - Nita Gopal - *no report submitted*