Members present: Debi Bolter, Iris Carroll, Cece Hudelson, Susan Kincade, Tom Nomof, Victoria Simmons, Michael Sundquist, Chris Vitelli, Gene Womble

Recollections: Mike Sundquist

The purpose of this meeting was to finalize Article 4, and negotiate Article 5.

1. At beginning of meeting, the contract reopener for next semester was briefly discussed. It was agreed that Gene, Debi and Victoria will meet in the next few weeks to discuss further.

2. Negotiations began on 4.9, Class Size. Group agreed that language in contract would reference guidelines for enrollment management published on each college Web site. The group was tasked with reviewing the guidelines with an eye to ensuring that the needs of both parties are mutually met. In addition, each college is charged with having an Enrollment Management Committee that will include YFA representation, and a task force of this committee will periodically review the guidelines.

3. Negotiations ensued and were completed on the new Distance Education portion of the contract (Article 5), which includes language on several areas such as assignment, training, incentives, online office hours, class size and load, professional duties, online faculty education coordinator, and due process.

4. YFA will send out the contract for ratification to its constituency in December with the results reported out at the January Board meeting.

Submitted by Debi Bolter