



Yosemite Faculty Association

YFA
REPRESENTATIVE COUNCIL MEETING
APPROVED MINUTES

Wednesday,
January 18, 2017
Faculty Lounge, East Campus

respectfully submitted by
Iris Carroll, YFA Secretary
to the YFA Representative Council

Meeting is called to order at 3:03 p.m.

Quorum [X]

EXECUTIVE BOARD

President	Jim Sahlman	<input checked="" type="checkbox"/> [X]
Vice President/MJC	Sarah Curl	<input checked="" type="checkbox"/> [X]
Vice President/CC	Tim Elizondo	<input checked="" type="checkbox"/> [X]
Budget Analyst	_____	<input type="checkbox"/> []
Secretary	Iris Carroll	<input checked="" type="checkbox"/> [X]
Rep at Large/MJC	Allan McKissick	<input checked="" type="checkbox"/> [X]
Rep at Large/MJC	Jim Stevens	<input checked="" type="checkbox"/> [X]
Member-at Large/CC	Maryl Landess	<input type="checkbox"/> []
MJC College Council	Ross McKenzie	<input checked="" type="checkbox"/> [X]
Treasurer	Larry Scheg	<input checked="" type="checkbox"/> [X]

REP COUNCIL

Dale Pollard	<input checked="" type="checkbox"/> [X]
Jill Ramsey	<input checked="" type="checkbox"/> [X]
Haleh Niazmand	<input checked="" type="checkbox"/> [X]
Cheryl Williams-Jackson	<input type="checkbox"/> []
Steve Choi	<input checked="" type="checkbox"/> [X]
Shelley Akiona	<input checked="" type="checkbox"/> [X]
Brian Greene	<input checked="" type="checkbox"/> [X]
Demitrius Snaer	<input type="checkbox"/> []
Michael Akard	<input checked="" type="checkbox"/> [X]
Laura Manzo	<input type="checkbox"/> []
Mike Adams	<input checked="" type="checkbox"/> [X]
Tom Nomof	<input checked="" type="checkbox"/> [X]
Donna Louie	<input checked="" type="checkbox"/> [X]
Hanna Louie	<input checked="" type="checkbox"/> [X]
Tech Ed: _____	<input type="checkbox"/> []
CC Rep A At-Large: _____	<input type="checkbox"/> []
CC Rep B At-Large: _____	<input type="checkbox"/> []
MJC Adjunct: Bill Holly	<input checked="" type="checkbox"/> [X]
Columbia Adjunct: _____	<input type="checkbox"/> []
Faculty Liaison: Michelle Christopherson	<input checked="" type="checkbox"/> [X]

OTHER POSITIONS:

Approval of Consent Agenda

- Approve the minutes of the December 14, 2016 YFA Rep Council Meeting

The consent agenda was approved by voice vote. Mike Adams so moved and Hanna Louie seconded.

Current/Ongoing Business

Accreditation

Jim Sahlman reported on his recent Board presentation. He informed the Representative Council that he had sent an email concerning his presentation to the YFA Exec Board, negotiation team, Rep Council, and Senate Exec Board. The crux of his presentation was that MJC is behind on the self-study timeline but that this fact has not been relayed to the Board. The timeline for a full constituent vetting, which was built into the original timeline, has been compromised due to several changes. Jim's goal was to bring transparency to this issue. Jim described his presentation as non-accusatory but matter-of-fact. He is concerned that without a full vetting process, faculty may be forced to accept a published report with which we have issues. Jim further explained that he has received comments of appreciation from four of the seven board members. Concerns were raised from the council that because accreditation is a Senate issue, YFA should be focusing more on workload and compensation issues. Jim responded that YFA business is continuing and that the issue of faculty getting consistent and continuing "other duties as assigned," is a workload issue. The concern was also raised that Columbia College had not been included in this discussion even though they face the same problem.

The council asked where the decisions are made to alter approved-upon timelines. We concluded that the authority rests with the Accreditation Council, as specified in the *Engaging All Voices* document, but that body has not met regularly. The Rep Council concluded, therefore, that there is a systemic problem with the process. MJC needs to follow processes laid out in our guiding documents.

Moving ahead, YFA wants to facilitate faculty input on the draft. Jim Stevens recommended, and we concurred, that we will take the first part of our February 15 meeting, and work in groups to review the draft document. Geri will send out a sign-up sheet for reps to indicate their choice of standard(s) to review. Reps need to look for Geri's email and respond quickly. We should have laptops for everyone at the meeting. Brian Greene and Iris Carroll will develop guidelines for reps to use as they review the standards.

Negotiations Update

Jim Sahlman reported that the negotiating teams met last Thursday and moved toward completing Article 6 which will integrate all sections of the current contract dealing with Evaluations into this one article. Article 7 will focus exclusively on part-time faculty issues. In light of a new state law (sec. 87482.3) several issues regarding part-time faculty interests need to be resolved by July 1. There was discussion about SLO language in Article 6. The next meeting is on January 27 where they will begin talking about workload and class size. Both teams have agreed to begin negotiating total compensation no later than February 10.

Shared Governance Documents

Jim is collecting these documents from the representatives. He will be going through them and checking to make sure negotiable issues are not included. YFA is concerned that some of these documents may have language that conflicts with the contract. Jim will return these documents with notes at the next rep. council meeting. The council then had an in-depth discussion regarding Deans' rights of assignment.

Announcements and Reports

Faculty Liaison Report

Michelle Christopherson reported on an Accreditation study session that she had attended with the three new board members and the new Board Chair. The Board is interested in having more study sessions, perhaps having one or two per month. Michelle continued by explaining that the Board is interested in hearing faculty presentations at these study meetings. The Board wants to hear from faculty about accomplishments, innovations, or challenges we're facing. Michelle encouraged faculty to volunteer to present or accept an invitation if one is forthcoming. The Board is tentatively planning on holding these sessions on the third Wednesday of the month in the late afternoon. Michelle requested for summaries of constituent reports be included in the Board minutes. She had asked for this in the past and was denied, but the new Board approved the request.

Jim added that Michelle has strongly recommended Allan McKissick as a replacement for the soon-to-be-vacant faculty liaison position. He's considering it. He has a lot of institutional history and presents himself well at Board presentations.

YCCD Chancellor Search

Michelle has no new information on the search for a permanent Chancellor. She did say that a meeting schedule for the search committee has been developed.

Treasurer's Report

Larry Scheg provided a revised annual budget as requested. Larry recommended that the budget be reviewed for approval at the last meeting of the academic year. The rep council voted to approve the annual budget. Dale Pollard so moved and Allan McKissick seconded the motion.

YFA Bylaws Revision

Mike Adams reported that he has made progress on the revision.

Policies & Procedures Update—Tim Elizondo and Allan McKissick

Allan McKissick reported that most of their recent meeting was devoted to a discussion of 3530 (emergency preparedness). Some members of the committee contend that as state workers faculty could be told to participate in an emergency situation. Our view is that this is a work environment issue which is subject to negotiations. The discussion was postponed until next month. The other draft policy

at issue is the mandatory reporter policy. Allan McKissick has a letter from Wilma McCloud saying that faculty are mandatory reporters if they have regular contact with children. The YFA position is that faculty may not know if there are children in the class. The committee's discussions on this issue are no longer productive. They need a mechanism to deal with an impasse.

Sub-Committee Reports

Shelley Akiona reported on the two sub-committees.

- Enrollment – They are still looking for members. They will be meeting on Wednesday, January 25 when they will focus on preparing for a Board study session on enrollment management.
- College Culture – Shelley gave an update on the BBSS-sponsored tailgate party and sock drive that was held in December in conjunction with the annual basketball tournament. They were able to donate 600 pairs of socks to the homeless in our community. Shelley announced that the basketball homecoming game would be on Friday.

Other Reports/Concerns/Comments (if any):

YFA Exec Board

Ross McKenzie reported on the Class Size Committee. He explained that the committee was tasked with developing a process for determining exceptions to a conceptual class size maximum. The committee reviewed the ASCCC whitepaper, *Setting Course Enrollment Maximums: Process, Roles, and Principles*, which includes sample models, and explored class capacity data from Columbia College and Modesto Junior College.

The committee reached the following general agreements which served as a framework for determining a process:

1. Process should be transparent with information easily accessible online.
2. Process will honor mandated restrictions.
3. Pedagogy and sustainability are priority, and perhaps competing, considerations.
4. Class size and room size are distinct concepts.
5. Faculty and administration have shared interest in class size and determination of exceptions.
6. It would be disruptive to make sweeping change across all courses at one time.
7. Other college models may assist in developing a rubric for YCCD courses.
8. Timeline and process for class size evaluation could align with curriculum review.
9. A rubric, worksheet, and standard data set would facilitate consistency of exception determination.
10. There is a shared desire to make a recommendation for a district class size maximum.

The Class Size Committee recommends:

1. A district committee be established to review requests for class size exception.
2. The committee be comprised of the following representatives from each college for a committee size of eight:
 - a. Curriculum Co-Chair
 - b. Vice President of Instruction
 - c. Faculty member
 - d. Administrator
3. The class size exception be considered on the same cycle as curriculum review.
4. A short form be adopted to facilitate the exception review process.
5. Immediately following adoption of a class size exception process, all courses currently at a class size of 35 or higher be moved to 40.
6. Courses currently below 35 remain at the current capacity until the next cycle of curriculum review.

A proposed Short Form for Class Size Exception is included for consideration. Key elements for consideration are mandates, safety, and pedagogy. Each will require documentation and reference to support consideration of a reduced course capacity.

The Class Size Committee had rich dialogue on a breadth of matters that intersect with class capacity. The Committee respectfully presents the following suggestions for consideration while recognizing they extend beyond the scope of the primary goal.

The Class Size Committee suggests:

1. Class size maximum is 40.
2. With the exception of those courses currently at 35 or above, that a five year timeline be established for implementation, in alignment with curriculum review.
3. Workload inequities, relevant to Appendix B, have potential to influence class capacity and warrant further review.

Other comments/concerns/reports

None

Report Out:

- Accreditation
- Class Size Committee
- Executive Board Stipend Increase

Adjourned: 5:15 pm

Next scheduled YFA Rep Council Meeting: February 15, 2017 @ 3:00pm, YFA Faculty Lounge