



Council Meeting Date: Wednesday, May 20, 2015

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| <p><b><u>Officers</u></b></p> <p>Paul Swatzel, President<br/>         Brian Waddington, Vice President<br/>         Susan Bautista, Secretary<br/>         Dave Ryba, Treasurer<br/>         Bruce Langford, Past President</p>   | <p><b><u>Included on Executive Board</u></b></p> <p>Brian Waddington, Chief Negotiator<br/>         Patricia Lawrence, Senate Liaison</p>   |
| <p><b><u>Representatives</u></b></p> <p>Business/Accounting (P) Bruce Grossman<br/>         Mathematics (P) Steve Odrich<br/>         Health Sciences (A) Claudia Pohl<br/>         Career/Technical (A) Dave Brown<br/>         Counseling (P) Lisa Villa/ Rafael Herrera<br/>         Fine &amp; Performing Arts (A) Cherie Brown</p> | <p><b><u>Representatives</u></b></p> <p>Kinesiology (P) Andrew Silva/ Steve Hartman<br/>         Language Arts (P) John Fincher<br/>         Library Science (P) Lanette Granger/Sarah Bosler<br/>         Physical Sciences (P) Badieh Farahani<br/>         Social/Behavioral Sciences (A) Gerhard Peters</p> |

**Call to order by CCFA President at 2:49 pm**

Approval for April 29, 2015 minutes

**President's Report – Paul Swatzel**

Paul sent out an email regarding the approval of the contract; the contract was ratified with an overwhelmingly 96% approval rate and an 89% participation rate. Paul thanked the council for their support and acknowledged the E-Board for their patience and support during some stressful times.

**Alertus System:** P. Swatzel introduced John Fincher who spoke of the Alertus system on our desktop, on all computers in the classrooms. As co-chair to Physical Resources Committee, the conversation has now evolved to an Alertus box. This box is for emergency situations; it has among other things an alarm light and a button to call security. The potential problem here is the built-in microphone attached to this box. The microphone can listen in on conversations on the other end without permission from faculty. This is not a problem to most, but can be a serious issue to some faculty members who might have ongoing issues with their managers/deans. This adds another layer of potential problems since it has been substantiated that some faculty members are having their emails read by IT. J. Fincher posed the question to this governing body on how the committee should proceed? Questions were posed on whether a phone could be installed in every classroom instead, or if the microphone can be disabled. Paul Swatzel stated "... it's a bad idea...to have a microphone in the classroom". Bruce Grossman stated "... I think it is too intrusive, too much of an invasion of privacy". J. Fincher stated that C. Dain has allocated \$250,000 for this system, which would also have on-going expenses. John felt telephones would be a better substitute with less potential problems and expense. Faculty agreed and will stay informed on this issue. Lisa Villa stated that this could also be a potential problem for student

confidentiality. She stated that recently she had had an intense conversation with a student that was personal in nature and how this could potentially affect them as well. The question was posed on whether we are entitled to privacy in the classroom? All agreed “that is a good question!” B. Grossman stated that we are entitled to “not have your conversations recorded without your knowledge” and this scenario could lead to potential privacy issues with staff, faculty and students. J. Fincher invited all to attend the next Physical Resource Committee meeting which meets the last Thursday of the month at 9:00 am.

#### **Chief Negotiator Report – Brian Waddington**

B. Waddington thanked all for their support on the tentative agreement. He also stated there was still a grievance that they are working on closing.

#### **Vice-President’s Report – Brian Waddington**

B. Waddington spoke of Sue Yarbarry who is ill with cancer and a classified staff member, now retired. Foster Kinship is asking for our help in providing an Internet pad so as to apply for benefits. Contributions, food gift cards or volunteering of time would also be welcomed.

Brian gave a heartfelt “thank-you” to all he has worked with, particularly Patricia Lawrence for her dedication, Sue Bautista for her impeccable notes, Dave Ryba and Claudia Pohl for their hard work in negotiations, and finally Paul Swatzel for his kept promise to not be a “do-nothing president!” All applauded Paul Swatzel’s hard work and commitment to this governing body. Paul graciously thanked all once again for their continued support.

#### **Treasurer’s Report – Dave Ryba**

##### **General Fund Report:**

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|----------------------------|-----------|
| General Fund approximately | \$100,600 |
| PAC fund approximately     | \$11,309  |
| CCA Spring conference      | \$288     |
| CCA Spring outstanding     | \$894     |
| Miscellaneous outstanding  | \$170     |

D. Ryba stated that CCFA takes in approximately \$15,000 annually, \$2,200 goes to PAC, \$5,000 goes to conferences, and some monies is spent on miscellaneous expenses. D. Ryba stated, “we should not be looking for ways to spend money but rather we should look for ways to educate ourselves” for the future campus leaders to aid in shared governance with this college.

#### **Secretary’s Report – Susan Bautista**

None

#### **Senate Liaison – Patricia Lawrence**

P. Lawrence stated some concerns from folks to be out in the hot sun during graduation commencement and asking for some type of time change in the future, possibly moving it an hour earlier than the current 10:00 am start time.

The lack of classrooms is another concern from folks in some divisions. J. Fincher added that when certain buildings are down and waiting for new construction, the lack of availability is more apparent. P. Lawrence stated that many faculty members are having to travel from building to building and that some classrooms are not conducive to learning. J. Fincher also added that the Earth Science building is currently leased out to FLS and that if we temporarily canceled the contract of the building we could renovate and possibly utilize some of those classrooms. D. Ryba stated that Accreditation is concerned with the balance of classrooms as well, in terms of offering classes in the evenings and weekends. Patricia mentioned that Citrus has plenty of space for offices but not for classrooms and students.

Distance Education is being looked at in a number of ways because ACCJC has made this a priority factor which is focusing on standards, practices, accountability and training. ACCJC is looking at these factors because this is where accreditation will be focusing on.

#### **Old Business:**

Mo Trad is suggesting that faculty buy their end-of-the year CCFA tickets as soon as possible and prior to the event, which will be held on May 29th at Dandana Restaurant in Glendora.

#### **New Business:**

Sara Bosler stated that on June 1<sup>st</sup>, therapy dogs would be brought to the Library to help students de-stress prior to finals. She also stated the library would be scheduled as follows for finals week: M-R 7:30 am – 9:00 pm.

L. Villa stated there might be a small shade area designated for the upcoming graduation to accommodate folks for heat relief. She also stated that the move of graduation to a day commencement rather than the previous evening commencement was

supposed to be temporary. Could we check into possibly going back to the Friday evening commencement? Brian Waddington reminded all that an evening commencement does not guarantee a relief from the heat and reiterated the thought to schedule the commencement an hour or two earlier instead. The idea seemed reasonable to all.

John Fincher reminded all that three board members are up for re-election this fall. J. Fincher asked whether this governing body would be willing to pre-authorize expenditures with a small ad to communicate a "thank you" for serving our communities during our centennial celebrations. The council agreed and will reach out to all board members to see if they would be agreeable to this.

Meeting adjourned at 3:49 pm