



**Antelope Valley College Federation of  
Teachers Local #4683A  
Executive Council Minutes  
October 13, 2020 (approved 11/3)**

In attendance:

Dr. Aurora Burd, President  
David Adams, Vice President  
Dr. Cindy Hendrix, Secretary  
Kent Moser, Treasurer  
Kathy Osburn, Grievance Officer  
Gabrielle Poorman, Adjunct Vice President

Meeting was called to order at: 2:33

Meeting adjourned at 3:35

- Opening Remarks
  - President officially announced that AVC is staying online through spring.
  - Please consider phone banking for Yes on Prop. 15
  - Scott finished setting up / enabling G-Suite for president's phone; Aurora should have finished setting up and have number for us next week.
  - Aurora got cut off after 5 minutes at 10/12 board meeting: Laura Herman claimed reports were limited to 5 minutes. However, never in the past have constituent reports been limited. David has been "discussing" this issue (and others) with Bridget. At the August 10 at board meeting; Bridget Cook said that "constituent reports not limited in terms of time." AVCFT might ask Nate to send a clip of this recording to the board (after we review)
  - AP 6450 up for board approval, ( but it is not on CCC meeting agenda for tomorrow 10/14.) This policy states that if a personal cellular device used for AVC business, it can be discoverable. This policy had come before CCC in February and needs to be revisited. AVCFT will get a newsletter out and also have a general membership meeting ahead of the November board meeting. We want to encourage people to speak at that meeting. Thursday evening – 10/ 22 or 11/5 at 6:30 were proposed, but it seems that 10/22 would be best.
  - Aurora was restricted from attending the deans and chairs meeting. Is this a violation of the MOU?
  - Newsletter will be coming out: Please send updates to Mike, including board candidate endorsement
  - No meeting regarding POA yet. However, anyone can ask to see the POA in the dean's office
  - Program discontinuance continuing – drafting (CTE) so union rep needs to be from MSE
  - Aurora went to a CFT webinar on leadership, books on handling grievances are available and AVCFT may purchase some.

- Calendar committee meeting is on Friday, 10/16.
- Minutes
  - Review / Approve September 29 and October 6 minutes. Approved with changes to 9/29 minutes.
- Action Items
- Discussion Items
- Negotiations
  - AVCFT is waiting for draft of MOU (from Bridget) regarding use of cameras in classroom
  - AVCFT has tentatively agreed to extend the contract to June, 2022. We are trying to get option for side letters if issues arise. Also, we hope to extend the MOU from fall, 2020 to spring, 2021 regarding working conditions in the pandemic.
- Legal Report
  - Faculty member ended level 5 grievance
  - It was mentioned that some units negotiate for the option to grieve board policies
- Treasurer's Report
  - Kent will do a "drive by" to get wet signatures from Aurora and David
  - Kent received a new computer, purchased by AVCFT, and will get all files updated: cost less than \$1220, including tax.
  - Gabby & Kent stuffed faculty mail boxes with CFT info / swag.
  - We should go through the AVCFT office and get rid of outdated info as well as scanning and archiving any newsletters.
  - AD&D insurance forms need to be given to members to be filled out with beneficiary information. It is unclear if the hard copies need to be returned. Gabby will follow up with Leticia and Erin regarding the potential use of e-form (maybe we can amend our e-form.)
  - Payroll didn't send dues check for full-time faculty; Aurora will discuss with Jennifer on Friday. Also, faculty 2% on-schedule retro pay has not been received.
- Membership Report – held for next week
- Governance Report – We need to figure out who are AVCFT reps and proxies are on different committees.
- Political Report – no report
- New Business – Hand off of presidential duties to David on December , when Aurora goes on maternity leave.

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| Wed | <b>Oct 14</b> | 4–6:30 pm | <a href="#">Worksite Leaders - <b>Part 4</b></a>             |
| Sat | <b>Oct 17</b> | 10am–12pm | <a href="#">Worksite Leaders - <b>Part 3</b></a>             |
| Sat | <b>Oct 17</b> | 12:30–3pm | <a href="#">Worksite Leaders - <b>Part 4</b></a>             |
| Mon | <b>Oct 26</b> | 4–6 pm    | <a href="#">Collective Bargaining Basics – <b>Part 2</b></a> |