



**Antelope Valley College Federation of
Teachers Local #4683A
Executive Council Minutes
September 15, 2020**

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
Scott Lee, Political Director (left at 2:58)

Meeting was called to order at: 2:38

Meeting adjourned at 3:58

- Opening Remarks
 - Hiring committees for VPAA / Dean SBS update – Another dean is covering SBS position, so it is unclear if hiring process is still taking place. .
 - Aurora sent email to Jennifer regarding POA, but did not receive a reply
 - Catastrophic Leave request was approved; there was more to the situation than it first appeared.
 - No Meeting 9/22
 - Phone banking has done such a good job that Erin Conley has gotten some CFT funding to put some people on payroll for a short period of time to continue; Gabby and Carla are the main two, mainly because they are adjuncts and less busy. Nate is full-time and tenure track, plus he has many other duties.
 - Program discontinuation is moving forward, Aurora will be on the committee.
 - The newsletter will coming out soon.
 - Adjunct office hours: 140 adjunct participated in the spring for a cost of \$42,000. In the summer 70 participated for a cost of \$21,000.
 - A reminder was sent from district to not use district resources for political purposes.
 - In LA Times, it was stated that CSU, LACC and many other districts will be online for spring semester.

- Minutes
 - Review / Approve September 1 and September 8 minutes – next meeting
 - September 15 minutes

- Action Items
 - Approve Budget – The 2020-21 budget was approved with updates.
 - Approve recommendation for negotiations team – David recommends Kathy Osborn for third full-time member. He will reach out to Albert Mendoza for adjunct position. The board approved Kathy Osborn as the third member; Kathy abstained from the vote.

- Discussion Items
 - AVCFT President phone – no change
 - Interviews with BoT candidates:
 - Friday, 9/25/20, 10 am Dutton, Area 1
 - Friday, 9/25/20, 11 am Parris, Area 3
 - Monday, 9/28/20, 4:30 pm Rives, Area 3
 - Monday, 10/5/20, 5 pm Harvey, Area 1
 - Seven new adjuncts were hired, but there was no notification from HR. Work will continue towards a plan to onboard new faculty and to communicate with HR. As membership director, Nate will meet with appropriate parties and work on this. David will communicate with Jennifer Burchett that current process is OK, but when the pandemic ends, we will return to the process given in the CBA.
 - Communication with faculty: A newsletter coming out soon. The next newsletter will ideally go out before Board meeting and the following one right before election. The goal is to produce a monthly newsletter.

- Negotiations
 - David will send the info request regarding use of cameras in classroom.
 - David got a call from Barbara Ginsberg regarding extending current contract and start meeting in spring, 2022. It might be beneficial to enter into negotiations if we can avoid negotiate regarding money; there are many things to fix that aren't financial. However, there are concerns about being forced into impasse, especially regarding salary issues and cuts. David will investigate if limited negotiations are a possibility; he will talk to Martha. Generally, extending contract by a year isn't too bad and probably the president is agreeable. David will respond to Barbara on Friday and Aurora will reach out to Scott and ask his opinion.

- Legal Report
 - Another grievance will be escalated to level 5.
- Treasurer's Report
 - Budget – Kent presented the budget he sent in for CFT funding, but will make some changes. He also included the prior year's budget and the actuals. Income is fairly consistent, with slight changes due to fluctuations in membership, etc. The same is true with expenditures; they are pretty similar from year to year. Expenses – every year \$1500 is set aside for publications, but doesn't seem to be used so Kent would like to change that to promotional items, (and get rid of the category moving forward.) Last year, \$2100 was budgeted for promotional items. Aurora thinks we need to have a good idea / vision regarding what we need for promotional items. It was decided to leave the amount for

promotional items at \$1500 for now. Possibly we could use the money for food if we ever have in-person meetings. Mailings and communications: G-suite (will switch to Aurora's name) and add Zoom, survey-monkey, etc. Some items previously used will not be used this year – posters, printing forms, etc., but it was decided to leave the amount at \$2000 due to new costs. Negotiations costs are for lunches. Kent wanted to leave in convention costs, but take out CCC training. Aurora went to Sacramento to lobby against the Calbright funding, so that cost should go in lobbying section. The convention this year will be online, so that line item can be reduced for now, but it might have to be raised if/when events go live again. The training line-item should stay, in case CFT trainings come back. Legal costs will be increased based on last years' expenses; David suggested \$17,500-\$20,000. Aurora suggested \$20,000. Possibly AVCFT can get reimbursed for some of our legal costs; Kent or Aurora will follow up with Scott regarding if he applied for reimbursement. Reassigned time will need to be increased because more people are getting reassigned time; that line item will be increased to \$35,000. No costs for supplies have been documented over last couple of years; but maybe treasurer's computer should go in this category. Kent suggested an "equipment" category instead. Kent hasn't brought computer yet because costs were a little higher, Aurora suggested Kent just get it anyway. Kent will make a new spreadsheet of costs so exec council can approve; the president's phone will also be an equipment cost. The only cost in Misc. was \$15; Kent made a new line time taxes / fees and put \$50 as the total. It was decided to keep misc. line item and budget \$200.

- Next up: Taxes, etc. on November 15
- CFT funding formula

- Membership Report
 - Phone banking – Gabby will ask about full-time or part-time employment with regard to phone banking. The CFT can provide some temporary funding for continued phone banking (see above) , but Gabby wants to ask and find out if it is just for AVCFT or other areas / federations.

- Governance Report

- Political Report (Scott)
 - Four candidates will be interviewed over the next few weeks; Scott has talked to every candidate twice and has some thoughts, but he will wait until we have interviews. He doesn't think that the interviews will take an entire hour and he will develop some candidate questions. He will also put together some information about each candidate. He will set up the Zoom meeting and will host the meetings, but the E-council will be doing the questioning. The AVCFT will be joined by the classified union, who will be participating in the interviews. If AVCFT is working with classified and we both endorse the same candidate, then we get \$20,000 from CFT (instead of \$10,000.) The money will be put into the COPE account. This is a concern for 2022 when we hopefully will get candidates of our own; AVCFT will have to figure out how CFT funding works. Kent

said there is a form that needs to be filled out by AVCFT and candidate; Scott will look into when the time comes. He (Scott) has gotten some conflicting information in the past. Kent and Scott will check on the Registrar's website to see what needs to be done. Interviews will include three members from E-council (Cindy, David, and Aura) and three members from the classified union. Scott felt that a smaller group would be better. ASO is also planning to interview candidates in some manner.

- New Business

Wed	Sep 23	4–6 pm	Worksite Leaders - Part 1
Wed	Sep 30	4–6 pm	Worksite Leaders - Part 2
Sat	Oct 3	10am–12pm	Worksite Leaders - Part 1
Sat	Oct 3	12:30–2:30pm	Worksite Leaders - Part 2
Wed	Oct 7	4–6 pm	Worksite Leaders - Part 3
Sat	Oct 10	10am–2:30pm	Collective Bargaining Basics – Parts 1 & 2
Mon	Oct 12	4–6 pm	Collective Bargaining Basics – Part 1
Wed	Oct 14	4–6:30 pm	Worksite Leaders - Part 4
Sat	Oct 17	10am–12pm	Worksite Leaders - Part 3
Sat	Oct 17	12:30–3pm	Worksite Leaders - Part 4
Mon	Oct 26	4–6 pm	Collective Bargaining Basics – Part 2