1. Call To Order – Chris Vicory called the meeting to order at 3:01

2. Introductions and Public Comment: Participants are invited to make comments regarding any subject appropriate to the Associate Faculty Committee. - None

3. Approve Thursday, March 13, 2014 Meeting Minutes – MOTION: FALBO/Blakemore move to approve the minutes. APPROVED

4. Reports
   4.1 Associate Faculty Information/Reminders, Connie Carlson reminded everyone that the completed flex form needs to be to Carlson by May 9th. If you are done now send it in early, don’t wait till the last minute. The ASCR is asking for student nominations for Student Leadership Awards, the nomination is due by Friday, April 18th at 5 to Gary Sokolow. HSU is again offering the online certificate in Faculty Preparation for Teaching in Higher Education, starts Fall 2014. Dave Bazard, Assessment Coordinator sent a reminder about collecting assessment data for this semester and that it should be entered by the end of spring term. Summer contracts are out, please sign and return. The deans will be reviewing enrollment numbers and making decisions about summer classes about 2 weeks before summer session starts. Unemployment information will go out to all AF May 1st, please use the Eureka CR address when filing. Kevin Yokoyama sent out a survey link from the Open Education Resources Council, please respond by April 25th. Susan Nordlof and Dana Maher Aare looking for input and students for the Honors Program at CR. All Associate Faculty are invited to participate in commencement, Eureka will be Saturday, May 17th at 11:00 a.m. You will need to RSVP to Crislyn-Parker@redwoods.edu – provide your height. The Learning Management Systems Task force will have the first demonstration Friday, April 18th and then three more opportunities. These demonstrations will be available through CCC confer and will be recorded for those unable to attend.

4.2 CRFO Update – Sandra Rowan – general membership meeting on April 11 – Learning Management Systems was discussed; computer purchase program benefit available to all employees, changes were intended to be implemented through board policy but CRFO pointed out that this couldn’t happen without negotiation;
free speech policy was pulled; honors program – agreement to keep the program afloat and to promote and expand it next semester – encourage your student; CCCI conference – opportunity to discuss common issues we face as a union with other districts; union representation has been upgraded to reflect the reorganization at CR; blog now available with information – Ruth Moon is the editor (http://crfonews.blogspot.com/) – updates, meeting summary notes, whatever can be publicly shared; ACCJC report indicated that pay concessions were the preferred way to balance the budget but CRFO requested a change in that language; chief negotiator provided updates on negotiations – tenure, evaluations, scheduling, load assignment procedures for Associate Faculty and Permanent Faculty; this negotiations occurs with Interest Based Bargaining; SERP (i.e. golden handshake) doesn’t pertain to the Associate Faculty – good to be knowledgeable about this; non-credit – how structured, assigned, compensated for, curriculum – still in the learning process; DE – MOU finalized – Mark Winter and Mark Renner will be coordinating this program; insure that all instructors teaching on-line are certified - @One offers a certificate for on-line teaching; Dave Bazard will continue as the Assessment Coordinator; CRFO officers coming up for the new year – Kerry Mayer will continue as the Grievance officer as Ryan Emenaker will be on sabbatical next year, Peter Blakemore will be the CRFO President and Mike Haley has been nominated as the Vice President – other nominations were solicited, voting will go forward. CRFO constitution has been revised to allow for 2 Associate Faculty representatives – Wendy Riggs and Sandra Rowan, Wendy also sits on the negotiating team, Ruth Moon reminded everyone that you need to be a dues paying member as of the first month of your Associate Faculty contract. Question regarding the length of term for Associate Faculty representatives – 2 years staggered, Wendy was elected in the fall and Sandra was elected last May

4.3 Academic Senate Update – Sandra Rowan – DE substantive change update – Rowan will send out the minutes from the meeting if you are interested; we will now be required to be certified to teach on-line – Chris pointed out that there is a committee to review Associate Faculty and Permanent Faculty who have taught for a length of time to be verified; @One is $60/class and then the practicum – encouraged Associate Faculty apply for faculty development funds; proposing DE classes or changing modality – big subject regarding the 50% rule. – Questions or issues to bring up at the academic senate – let Chris or Sandra know. Chris’s term on the academic senate is up this spring, if you are interested in participating let Sandra know, Chris is also interested in continuing to be involved as the AF Senator. Associate Faculty and Permanent Faculty nominations for the year, comments are due to Debbie Williams.

5. Discussion Items - none

6. Announcements and Open Forum – Kyle Falbo requested information on the prioritization process for scheduling classes. Sandra – Permanent Faculty first get their hours, release time is established. Then the associate faculty are assigned.– Christine Dobrowolski – noted that for HOCC - Nutrition, there are no Permanent Faculty that teach the classes she does, there are always some last minute
additions/deletions; Chris Vicory added that we need to be more pro-active; Kyle referred back to the total number of TLUS; Sandra felt the language was lukewarm – satisfactory evaluations, diversity within the department; new hires come in and get courses that you could have taught – what are your strengths/interests; often time the people making the decisions don’t know your background/expertise – need to communicate that information to the powers that be. Ruth added that there is going to be a negotiation council again, can only send 2-3 people but we need to listen to the 40-50 people, use this venue to provide the information to the representative – Sandra is co-chair – documentation is needed. Moving away from department chair to division deans need to be reviewed. Again need to be pro-active in getting information to your dean. Ruth will look at how it is being done and how could it be done better. Trying to get it to a process flow. Sandra spoke about soliciting input for the agenda – she received a disheartening response from a Mendocino associate faculty – they had received a notice through email about the center closing, not great – but that the associate faculty didn’t do anything for the Mendocino associate faculty. Currently the associate faculty have doubled their membership in CRFO so we have a greater voice at the table. Keep the compassion for our fellow associates. If you hear associate faculty talking about issues that they are frustrated with, refer them to Sandra/Chris if academic senate issue or Wendy/Sandra for CRFO issue.

7. Adjournment – VICORY/FALBO move to adjourn. The meeting was adjourned at 3:52 p.m.

Next Meeting:
May 15, 2014