1. Call To Order – Sandra Rowan called the meeting to order at 3:06 pm

2. Introductions and Public Comment: Participants are invited to make comments regarding any subject appropriate to the Associate Faculty Committee. Sandra introduced the attendees. No other public comment.

3. Approve Thursday, February 20, 2014 Meeting Minutes -MOTION: CAIN/FALBO move to approve the minutes of February 20, 2014. APPROVED

4. Reports
   4.1 Associate Faculty Information/Reminders, Connie Carlson – flex forms still outstanding. There is a flex activity on March 28th, Alcohol and Other Drugs workshop, please RSVP for attendance. Discussion about file cabinets for associate faculty – AF commented that they still want to have them, if there is a need to hold onto paperwork for students or assessment, and then the department should hold onto it. Please provide information to your deans about how you feel about the file cabinets, need to come up with policy about how to handle the length of retention of paperwork.
   4.2 CRFO Update – Sandra Rowan – Assessment work – currently Associate Faculty receive $20/semester for doing assessment. This is not tied to how many classes they have; those Associate Faculty without Permanent Faculty have more involvement; some classes have Permanent Faculty and more people teaching the subject so the workload isn’t as much. Associate Faculty with a lot of involvement in assessment need to be proactive and speak to their Dean so it can be brought to SARTCO. There will be a couple of faculty meetings on campus. Not a lot of faculty attend – traditionally the Permanent Faculty attend more than the Associate Faculty, but it would be a powerful statement to commit to attend one faculty meeting. The CRFO would take notice and realize they need to address the concerns of the Associate Faculty, show up by phone or in person; it was pointed out that the sound was terrible at the last meeting. There is one more meeting scheduled for April – really important to participate. Wendy Riggs and Sandra are the CRFO Executive committee representatives – now there is Associate Faculty on the negotiating committee; Riggs is working on scheduling issues. Membership in CRFO – Associate Faculty is almost the majority, so it is
important to join. You must be a dues paying member the first month of your contract in the semester; we are hiring Associate Faculty mid-semester so we need to insure that they get to vote. CR Budget – suffering from decreased enrollment – district is looking at ways to make cuts. The Board of Trustees receives benefits to be on the board, the BOT will be evaluating whether the benefits should be continued. Falbo brought up noncredit classes need to be evaluated for pay – Rowan will take it to the next EXCOM meeting. He also wanted to see the savings applied to Associate Faculty in some matter. Once the membership is up what would the plan of action be to benefit the Associate Faculty? The current contract is established for the next 3 years, going forward items that are relevant to the Associate Faculty can be heard with greater numbers of Associate Faculty expressing the same interests. Ruth commented that there is a formula for re-establishing funds, check the contract. CRFO is very aware of the membership numbers as they are responsible to the membership.

4.3 Academic Senate Update – Sandra Rowan – at the last Academic Senate meeting there was vote for developmental activities for faculty; several Associate Faculty did not receive funding because their flex goals and the activity did not coincide. There were many applications from Associate Faculty; there will be no more opportunities this year as all the funds were dispersed. Important that your application is complete and correct. Asking for volunteers for the outreach efforts for the local high schools. Making connections so that the high school students will think about coming to CR – contact Angela Winkle if you’re interested. Talk to your division too. Mark Renner was on a task force to look at the current learning management system. They are looking at vendors and other platforms, nothing specific yet. Can we submit questions or suggestions? Contact Mark Renner, Reno Giovannetti, Angela Hill, MaryGrace McGovern. Still continuing to look at the substantive changes for DE, pushed back to October. Believe that the district has agreed not to offer new DE courses until that is completed.

5. Discussion Items
5.1 – Feedback about Congressional Investigation into Treatment of Adjunct Faculty – currently the survey solicitations have been compiled, the link was sent out by Ruth. Very relevant to Associate Faculty.
5.2 - Time Spent on Assessment – see information above in CRFO report
5.3 – Retirement Accounts – Barb Franklin sent out information about the tax sheltered annuity
5.4 – Associate Faculty Lockers – there are lockers available, after the high school students take them, in the Applied Technology complex. We are looking for input about having lockers available in the new Associate Faculty office space in the forum building. The question arose concerning what happened to the Associate Faculty office space from the old buildings to the new buildings. Cain spoke about the opportunities she has had at other community colleges, always they were varied. How do we bring up that we need office space? Needs to be championed through the union – attend the meetings. Ruth pointed out that it is hard to get the
Associate Faculty to participate, there were years there was no response from the Associate Faculty. Contact Sandra if there are other comments

6. Announcements and Open Forum - none

7. Adjournment – MOTION: CAIN/FALBO move to adjourn the meeting. The meeting was adjourned at 4:03 p.m.

Next Meeting:
April 17, 2014