Minutes

AFT Everett Executive Council Meeting

November 16, 2015

Jackson 107, 1:30 -3:30

Present: Nina Benedetti, Elke Dinter, Jeanie Goodhope, Brett Kuwada, Gary Newlin, David Rash, Steve Horn, Trish Davies, (arrived 2:40),

Meeting called to order by President Jeanie Goodhope at 1:35

**Approval of Minutes**

Gary moved to approve Executive Council Meeting Minutes for October 12, 2015 and Steve seconded. Motion was approved unanimously.

**Action items:**

**Approve New Members**:

List of new members, November 2015, was provided. Sue moved and Nina seconded a motion to approve. Motion approved unanimously.

**Update on ARCs:**

Elections for all new ARCs faculty members, including replacements, are complete. There will still be the need for an ARC for the fifth LOA position, a counselor, once the position is filled. The hiring process (position announcement) is just now starting. There was discussion of possible AFT nominees for this future committee.

The issue of evaluation and observation forms for the new “advisor” positions was discussed. As these are “instructional” faculty, where currently teaching a section or not, the appropriate “responsibilities” form is E.6.A. “Faculty: Instructor”.

**Report on Fiscal Training Workshop:**

Gary reported on his attendance at the fiscal training workshop conducted by AFT national in October. The workshop provided budget analysis ideas and recommended reports, such as Audit Reports, to help in preparations for negotiations. This is especially helpful since faculty can, as of this year, bargain “local funds” for increments. AFT has a spreadsheet we can use to help analyze our college’s data as we gather it. Bill Reed as offered to help us with budget analysis as needed. Overall, Gary felt the workshop was useful.

**Equity Day:**

Although we had originally planned a booth on campus, busy schedules prevented that. Elke prefers a more on-going approach, and will be contacting with Associate faculty regarding ideas/issues for negotiations and about unemployment compensation options during breaks.

Jeanie reminded Elke to ask for assistance when needed. Others on Executive Council will help her with Associate Faculty contacts and events.

**Credit Card**:

It was agreed to move to a trial use of a credit card. Sue and Nancy will contact our auditor for recommendations on the best approach and explore whether a card attached to our checking account or a separate “pre-loaded” card would be most secure. We tentatively suggested a $2000 balance which would be sufficient for meeting lunches, a major purchase. Sue and Nancy will also draft/propose procedures for use, location, bill monitoring, etc.

**Executive Session**

**Other:**

* Discussion of the Profit and Loss statement deferred to next meeting
* Fee Payer letter: Based on cases under consideration by the Supreme Court, AFT-WA recommended we issue rebates to all fee payers without following our usual process of notifying fee payers of a potential rebate. Jeanie recommends, and no one objected, that we continue our process of sending a letter to fee payers and issuing rebates only to those who request one based on that letter.
* Sue and Nancy will run numbers on how much we may be losing by paying to state and national for College in the High School instructors who do not pay a significant amount in dues.
* Trish mentioned that her schedule for next quarter again includes a class that meets until 2:30, making it impossible for her to attend full meetings beginning at 1:30 or 2:00. This discussion was tabled until Winter quarter.

Meeting adjourned at 3:30

Respectfully submitted, jointly,

Jeanie Goodhope, President

Trish Davies, VP of Records and Elections

November 29, 2015