



**SAN MATEO COMMUNITY COLLEGE
FEDERATION OF TEACHERS**

Advocating for faculty since 1963

**AFT Local 1493 Fall EC Retreat
Friday, August 27, 2021, 1-4 p.m.
Minutes**

EC Members Present: Marianne Kaletzky, Jessica Silver-Sharp, Katharine Harer, Bianca Rowden-Quince, Joaquin Rivera, Teeka James, Monica Malamud, Doniella Maher, Evan Kaiser, Eric Brenner, David Lau, Salumeh Eslamieh, Steve Lehigh, Rika Yonemura Fabian, David Laderman, Michael Hoffman, Timothy Rottenberg, Marianne Kaletzky (Executive Secretary).

1. **Welcome**
2. **Training: What qualifies as a grievance? What is the grievance process?**

Teeka James, Doniella Maher, Bianca Rowden-Quince presented.

- a. Presenters walked participants through 4 levels of the grievance process, detailed on p. 39-41 of AFT's contract, as well as a "zero" level that happens within 30 days of the incident when AFT may meet with the Dean informally. AFT's grievance officers have a tracking system for all complaints.
- b. Presenters introduced the following common scenario: "A long time part-time faculty member teaches online, with popular classes that fill. However, their department hires a full-timer whose classes don't fill. The part-timer is assigned classes and prepares for them. Then at the last minute, the Dean gives these classes to the full-timer to meet that full-timer's load. The part-time faculty member comes to the union to file a grievance." EC members used a grievance planning worksheet to analyze each grievance level and report back.
- c. Analysis of scenario: What recourse would the part-time faculty member have? Their situation isn't grievable, but part-timer can bump other part-timers (bumping rights) if there are more than 15 days remaining before the start of the semester. If the dean waits until after 15 days, *the part-timer in this situation has no recourse.*
- d. Discussion points.
 - i. This type of situation has become a huge work-around seniority. AFT cannot negotiate this kind of scheduling in our contract. How to break this pattern?
 - ii. Bumping colleagues can negatively affect relationships between peers.
 - iii. Other 4 year colleges offer prep pay for faculty whose classes are canceled. Could we negotiate that?

- iv. EC members should check in with their campus grievance chair when they hear from members about this type of thing.

3. Negotiation update (Fall 2021 MOU, AY 21-22 salary schedule) and overview of timeline for next negotiations cycle / academic calendar discussion. Joaquín & Monica reported.

- a. The District has agreed to put 1.5 million to instructional part-timers - will get an additional 7.22% raise this year (will see in Aug paycheck).
- b. COLA this year is .52%. At time of announcement, administrators were not open to any discussion (such as of increase), beyond questions about how the formula works.
- c. Discussion:
 - i. Proposal: ask District to assume last year's correction/adjustment and/or use some money that would have gone to medical benefits for retirees (which is overfunded already).
 - ii. When to involve members? Transparency and timing are both very important.
 - iii. Goal: Find a better formula in our next contract. There will be an increase in the STRS rate next year, however we'll have the same problem with COLA again.

4. Academic calendar for 2023-2024. Joaquín reported. The calendar is similar to this year's.

- a. Feedback received from faculty
 - i. Some believe summer enrollment is hurt by early summer start date when UC schools on qtr. system not out yet.
 - ii. Some divisions hold division meetings on non-required flex day which makes them, in a way, required. Division meetings should happen on college opening day or wait until school is in session.
 - iii. Can we have Thanksgiving week off? Yes, if we have shorter winter break or start the semester earlier.
- b. Next negotiations cycle: AFT to survey faculty later in Fall re. "what should we negotiate," then sunshine in Spring and start negotiations right away.

5. Study group to review paying adjuncts by FLC. Joaquín reported.

- a. AFT negotiated two study groups composed of both administrators and faculty - one will study potential benefits and consequences of further increases to lab FLC (this contract set all science, art, music, and KAD labs at .8 FLC per hour); the other will study the possibility of paying adjunct faculty by FLC rather than by the hour
- b. AFT to contact members soon to solicit interest, describing each committee's charge. First ask for volunteers, then appoint and start.

6. New member outreach: report, goals for coming year, discussion. Jessica, Marianne & Katharine reported.

Jessica & Katharine reported on their one-on-one outreach to new members across all three campuses, with Jessica focusing on adjunct faculty.

- a. The presenters proposed outreach strategies/ideas for 2021-2022:
 - i. **Circulate list of non-members** among EC and ask EC members to reach out to non-members they know
 - ii. **Identify divisions that have fewer members** and organize some activities to bring them in (SMT, BIZ, etc.), recruiting & mobilizing dept. leaders in the process
 - iii. Consider organizing a "**Get to know your contract**" meeting, zoom for now, eventually in person, with snacks or lunch. Reach out to all faculty but do some extra communications work to bring in newer hires in particular.

- iv. Fall: **educate members about how contract is negotiated** with timelines to get more engagement.
 - v. Go beyond just a bargaining survey. Hold “**contract forums**” focused on particular areas (ex. workload, appointment security and seniority for adjuncts, concerns of non-instructional faculty). Share with members what we have right now in the contract and talk about what they’d like to see added or changed.
 - vi. Plan and hold a monthly “**Union Hour**” - a social event, by zoom this semester - do this on each campus as space where faculty can ask questions in an informal setting. We would post each semester’s union hour schedule on the AFT website & advertise in other ways.
 - vii. Organize more “**phone tree**” and texting types of communication with members. Give lists to all EC members and have each person pick a set of faculty (5-10) with whom they will communicate, especially regarding negotiations. Do the same with CATs. As new leaders become active, ask them to join the phone tree and choose their own set of members with whom to communicate.
- b. Discussion:
- i. Faculty sense union work is high time commitment, how to bring faculty in on a low level/have it not feel like a lot of work?
 - ii. Count me in cards...”I will talk with four people in my department.”
 - iii. Easier to galvanize when we have an issue or campaign - such as return to work.
 - iv. Engaging with faculty we hear from.

7. Contract Action Team and Anti-Oppression Committee (AOC): updates and goals for coming year; breakout on relationship of these groups to EC and how we can better connect EC members to the organizing these groups are doing. Katharine, Doniella, Rika & Evan reported.

- a. **AOC:** We held 2nd flex day workshop with more than 100 attendees to determine better class caps process; decided to write a proposal for a joint workgroup to submit to District Senate in September 2021
- b. **Gender Oppression Committee** meets twice a month, is forming a women’s support group and also conducting an inquiry on gendered workload distribution. These past months AOC seemed to receive every crisis related to identity. Had to focus on just one or two key issues to start.
- c. **CAT:** In 2020-2021 CAT focused on
 - i. Supporting our negotiations team through a range of activities including small meetings with trustees to educate them about things they don’t know anything about.
 - ii. Part-time parity issue. Here we intentionally brought in new people to CAT. We networked with other CC leaders and learned from them.
 - iii. In summer we met almost weekly to tackle the dysfunction of the health and safety committees esp. re. non-transparent communications, brought in new members around this.
 - iv. Also held actions re. class cancelations; Monica communicated frequently with the Chancellor on this and CAT members educated trustees that District is losing enrollment through their actions. AFT also requested enrollment such as Canada College shares weekly; this was data that the Board had never seen. Shared it.
- d. Discussion: Role of CAT? How do see your role in organizing?
 - i. Q: How to define CAT with regard to EC, which is primarily doing the business of the union? How to grow CAT beyond a small group of members/officers tackling everything that comes our way? How to better organize the work we’re doing and communications with EC and where to go? How do we bring the organizing into

the EC so it doesn't feel like CAT is our organizing arm and the EC just votes on things?

- ii. CAT has evolved from just the contract to whatever the pressing issue of the moment is; it's become the unintentional organizing body of the union because we were there to do it, esp. with EC not meeting in summer. Seemed CAT was functioning independently of EC, leaving EC disconnected and confused (also members confused) rather than EC giving guidance/leadership. Need to share the load. All of Skyline reps are CAT members, so that made it blurrier. There's separation between EC and CAT that needs examination. Also, in order to avoid CAT people burn out or the threat that we'd be unable to function if some of us are away.
- iii. Recently our galvanizing issues have all been about misinformation. We have a lot of ideas about reaching out to members with information this Fall.
- iv. Ideas proposed:
 - Skyline: Rep team needs dedicated meeting time/office hours for members to find out how they can support AFT's work.
 - Run article in *Advocate* about what CAT is and have a standard meeting time. Twice a month.
 - CSM: Hold office hours?
 - Canada has been reviving grievance/contact grid to coordinate and track issues and rotating which chapter folks go to CAT meetings with bi-weekly (monthly) office hours; reps can make a point of checking in with each other about CAT at those office hrs.
 - Hard to deal with organizing/campaign strategy within EC. Idea is to get members at large involved - but it takes longer to come away with anything.
 - Pair back business on the EC agenda by doing more votes on email for non-controversial stuff.
 - Have CAT & AOC bring a question to the EC meeting for everyone to join in on by campus (break out groups). Then members can sign on to actions, small or large. One to one reach outs to EC folks to invite them to CAT about a specific issue.
 - Formalize chapter chairs coming to CAT since they are honing in on organizing work. Create guidelines for expectations.
 - Counselors have done a lot of organizing. Ask someone come to CAT to report on their behalf.
 - Goals: better communication and division of labor.

8. Budget Review & Approval. Steven Lehigh reported, shared 2020-2021 budget spreadsheet.

- a. Revenue higher last year due to retro pay and our income is rising. About \$160,000 ahead (actuals). Income: \$254,947. Union's main expenditure is Per Caps.
- b. We over-purchased release time so this cost is gone from 2021-2022.
- c. We were granted 24 units of release time but we negotiated 40 units in the new contract. AFT can purchase more units if we like.
- d. We always project conservatively, for example for legal costs.
- e. Discussion:

- i. Budget for celebratory event for members this year?
- ii. Does our release time carry over if we don't use it? No.
- iii. Can we put extra into something like a strike fund? How to do this with 70% part-time base?
- iv. Conferences not budgeted for 2021-2022
- f. ACTION: EC members voted unanimously to approve the budget, additionally allocating \$4,000 to conferences for 2021-2022

9. Discussion of AFT internship*

- a. AFT did not give scholarships during the first year of the pandemic. Previous year we had Hannah Hersey as intern for \$1,000 plus we gave two \$500 scholarships.
- b. Proposal for 2021-2022 is for Fall intern + possibly Spring and/or scholarships.
- c. AFT needs process for advertising the internship as a job posting with description. Marianne to begin process.
- d. ACTION: EC members voted unanimously to begin the process of having a paid student intern for \$1K this Fall 2021.

The meeting adjourned at 4:03pm.