

REDWOODS COMMUNITY COLLEGE DISTRICT

Meeting of the Associate Faculty Committee

Eureka: 7351 Tompkins Hill Road, *FM 107*

Friday February 1, 2019

11:00 am

AGENDA

1. Call To Order
2. Introductions and Public Comment: Participants are invited to make comments regarding any subject appropriate to the Associate Faculty Committee.
3. Approve November 16, 2018 Meeting Minutes (Attachment)
4. Discussion Items
 - 4.1 Academic Senate Update
 - 4.2 Del Norte Meeting
 - 4.3 Associate Faculty Webpage
 - 4.4 Other items
5. Announcements and Open Forum
6. Adjournment

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***Next Meeting:
TBD***

Minutes from AFC Meeting on November 16, 2018

Attendees:

Steven Quiggle, Stuart Altschuler, Kendra Wolcott, Dan Dempsey, Jonathan Maiullo

By phone:

Diane Caudillo, Melissa Courtnage

1. Call to Order by Stuart Altschuler at 11:33 AM.
2. Introductions and Public Comment:
 - (Dan Dempsey) How many of us have read the book by Gordon Lafer, an economist out of University of Oregon, called *The One Percent Solution: How Corporations are Remaking America, One State at a Time?* The book covers what has happened to unions and their ability to advocate on our behalf.
 - This link <https://www.epi.org/event/the-one-percent-solution-how-corporations-are-remaking-america-one-state-at-a-time/> provides an overview of the book and a discussion about its contents from the Economic Policy Institute (EPI) for those interested in learning more about it.
 - (Steven Quiggle) Please add applying for unemployment to our next agenda.
 - A link will be sent to AF during the last week of the semester, but you can find information about filing a claim here <https://www.edd.ca.gov/unemployment/>
3. Approve October 19, 2018 Meeting Minutes.
Dan Dempsey motions.
Steven Quiggle seconds
Minutes approved.
4. Discussion Items

Academic Senate Update:

- We've had 2 Senate meetings since our last AFC meeting.
- Approval of curriculum committee recommendations was an action item.
- They discussed the Dual Enrollment process, which they are fine tuning. Teachers approved at the high schools need to follow the curriculum outlines and teach the classes like other faculty do at the college. They are refining the process to allow for good timeline that works for high schools and the college.
- Campus Bookstore—An email with a survey inquiring about issues and options was sent out. There is a possibility for a virtual bookstore linked in

WebAdvisor with a physical presence book store in a smaller degree. In that model, books would be delivered here to the college or at the person's physical address.

- The Vision Framework available at jimcollins.com was discussed. The Senate had a conversation about coming up with a long-term vision we can get behind with passion. The subject was brought up by Chris Gaines.
- There is a new faculty staffing priorities rubric—to help come up with requests for FT faculty positions.
 - You can open the board packet on CR website to see the documents; These requests come out of Program Review. New criteria has been proposed. Three columns to give points for low to high priority. The committee gives the top ten recommendations to the president. Then he makes the decision of which positions to fund.
- For today's Senate meeting, that rubric will be an action item along with more curriculum committee recommendations. We will hold a discussion on classroom technology.
- Check with Kristy about her Senate notes and seek her approval to send them to AF following the Senate meetings so that AF get information more quickly than waiting until AFC holds meetings.
- Another topic of discussion involved ASPC credit hour definitions, particularly regarding labs requiring zero hours outside of lab, but allowing instructors to require some work outside of lab, at their own discretion.
- The DE curriculum proposal form has been updated.

Other Items:

- A funding request for a Del Norte visit has been proposed for Shannon, Sandra, and Stuart to learn how to better serve AF there. There are many unique processes at DN campus (for example the finals schedules are slightly different). Lots of folks teach at Pelican Bay on Mondays and Wednesdays. The plan is to hold an AFC meeting like we do on the Eureka Campus, and then also cover some CRFO information once the AFC meeting is over. A visit will be coordinated for spring 2019.
- Business Cards are available for associate faculty. Your Division Secretary will need your name, title, email address, and phone number or cell number. An order is 16 sheets, which is 160 cards.

5. Announcements and Open Forum

- A social gathering for AF will be held at Redwood Curtain Brewing Company in Arcata at 5 PM on South G. Street today.
- Unemployment benefits-The link to the unemployment information that HR sends us is available below. Use the terminology "Hiring is contingent on enrollment and funding" to explain why you do not have reasonable assurance of returning to work.
 - <https://www.edd.ca.gov/unemployment/>

- Look for an email from Stuart: December 7, flex forms are due. Assessments are due 12/30.
 - Question: Office Hour forms are due when?
 - Look for an email reminder from your Division Secretary. Submit by the end of finals week to be safe. Stuart will send out a reminder.
6. Adjournment at 12:20 PM.
Motion by Dan Dempsey.
Second by Jonathan Maiullo.

The next AFC meeting will be January 25, Friday, from 11:30 to 12:30.

Minutes submitted by Shannon Mondor.