

<b>ACE Local 6554 Executive Board Minutes</b>	October 23, 2015	10:00 am – 12:30 pm	WVC Fox 202
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**ATTENDANCE:**

Lisa Bell	P	Wendy Bowers-Gachesa	A*	Marina Broeder	P	Christy Brown	P
Bill Davis	P	Rick Hobbs	P	Diane Lamkin	P	Ann Marie Wasserbauer	P
Daryl Hemenway (CFT Field Rep)		P	Pat Andrews	P			

Others: Paul Bissember (CFT); Mel Pritchard (WVC)

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**1. Call to order:** at 10:08 am

**2. Approval of agenda:** Agenda items were shifted and added. (Brown/Bell. Approved 7-0-0.)

**3. Approval of minutes 10/9/15:** The minutes were approved with minor adjustments. (Lamkin/Bell. Approved: 7-0-0.)

**4. Oral Communication from members:** There was no oral communication from members.

**5. Reports**

**5.1. President's report (Wasserbauer):**

- ACE members are feeling that the union is being responsive to their needs.
- Wasserbauer attended both Academic Senate meetings recently and met with both AS presidents.
- Non-credit issues were discussed with faculty, WVC administrators and AS presidents. A request for information on non-credit courses was given to the district.
- Next contract administration meeting will be next Thursday.
- PGC chair Kelly Neary is now being paid by the district.

**5.2. \*Vice President's report (Bowers-Gachesa)**

- Bowers-Gachesa submitted a written report
- Bowers-Gachesa attended DEMC (District Enrollment Management Council) Meeting 10/12/15 in place of Wasserbauer: "There are threats to our enrollment: Foothill De Anza is opening a new satellite center 11 minutes (w/o traffic) from MC campus. Though FHDACCD will share the center with MC, the ratio of students expected to enroll at the satellite is 14:1, respectively. In addition SJECCD is opening a concurrent HS/CCD campus at Milpitas HS. Interestingly, MHS students are a large "feeder" of MC enrollment. Finally, when Leandra solicited agenda items for the next meeting, I suggested that the Marketing Committees from both colleges provide a report to the DEMC. Apparently, this *wasn't* happening."
- Bowers-Gachesa attended KNACK Training on 10/19/15.
- \* Bowers-Gachesa attended CFT political bootcamp training: 10/20 – 10/24/15.
- PAC/COPE: Bowers-Gachesa contacted people about BOT positions; first PAC/COPE meeting will be 11/12 at 5:00 pm, location TBA.

### **5.3 CFT Organizer report (Bissember):**

- Bissember provided training on KNACK to Bowers-Gachesa and Pritchard as heads of the Organizing and Membership Committee.
- CFT has shifted from Toolkit to KNACK. Bissember and Laura Watson have already input ACE data into KNACK.
- KNACK is now accessible for viewing data.
- Bowers-Gachesa and Pritchard need to be given access for data input.

### **5.4 Treasurer's report (Lamkin):**

- Lamkin submitted a written report (see union website).
- Budget committee has not yet met, but will meet soon. Lamkin will send out the details of time and location once the meeting has been scheduled.

### **5.5 Secretary's report (Hobbs):**

- Hobbs submitted a written report to the board.
- The CBA has been fully updated on the website, including the tabbed articles.
- Hobbs attended a Labor Notes conference on 10/17/15.

### **5.6 WVC Grievance Officer report (Andrews):**

- There are five grievances currently being addressed, two in the formal process.
- The district at times is inconsistent and incorrect in its application of faculty load.
- ACE needs to get the grievance committee organized and establish some internal processes around grievance handling and recording.

### **5.7 Field representative report (Hemenway):**

- Health benefits subcommittee will meet 10/29.
- Bargaining committee needs to get organized soon.
- CBA errata need to be cleaned up.
- Bylaws committee needs to start soon.
- Reminder: action at BOT meeting on 11/17.

### **5.8 Organizing and Membership Committee report (Pritchard):**

- A written report was submitted regarding internal organizing, external organizing and a timeline for action. It was suggested to bring the ACE offices into functional mode.

## **6. Appointments**

**6.1 Mission College Grievance Officer:** Hobbs was appointed as the MC grievance officer.

## **7. Old Business**

**7.1 BOT vacant seat:** Activity surrounding BOT elections is underway.

## 7.2 Negotiations:

- Initial planning for current reopener negotiations will take place.
- Bargaining Committee will work with Organizing and Membership Committee to get faculty input and involvement.
- An overall plan and timeline will be developed.
- Education of negotiations team and ACE members will take place.
- Negotiators will report at each eboard meeting.
- It was suggested that negotiators attend each eboard meeting, but negotiator Jory Segal has other meetings at SJ/E during this time.
- Negotiation team and Bargaining Committee will meet within the next two weeks to put these processes in motion.
- Davis and Hemenway will develop a survey to be conducted at the General Membership meetings next week.

**7.3 Discussion on PGC co-chairs** communication with union, reassigned time for PGC chairs. *This item was tabled.*

**7.4 Discuss norms for communication** (phone, email/text, in person) among Executive Board members and accountability of union officers and committee members to Executive Board decisions. *This item was tabled.*

## 8. New business

### 8.1 October 27 & 29 Membership Meetings

agendas or topics, format.

- General announcements will be made: Nov 17 action, SC council, committee memberships, health benefits report
- Input on negotiation reopeners will be solicited and discussed in breakout groups.
- Hobbs will send out the meeting agenda to all faculty. Wasserbauer will send a message to all stewards to encourage their constituents to come to the meeting. Davis will follow up with WVC stewards.

**8.2 Committee memberships** were reviewed. WVC replacement will be needed for Load Committee for next semester. WVC PGC chair term will expire in May 2016. List of committee members are listed on the ACE website. All ACE committees need members except Elections Committee. South Bay Labor Council delegates are needed.

**8.3 KNACK access:** Authorize access to KNACK for Organizing and Membership Committee chair. (Davis/Hobbs. Approved 5-0-0).

**8.4 Nov. 17 BOT hearing** of ACE Grievance regarding long-term disability benefits. *This item was not discussed.*

**8.5 Choose printing services:** Kinkos, Staples or other (price comparison). *This item was not discussed.*

**8.6 ACE Website** – brainstorm the ideal website. It was decided during strategic planning meeting that this topic was to be addressed during the 2016/17 academic year.

**8.7 Plan items for agenda** for next meeting. *This item was not discussed*

**8.8 Membership sign-up process and flow-chart.** *This item was not discussed.*

**9. Future agenda items**

- access to legal services
- membership form collection, flowchart, follow-up
- grievance forms and Grievance Committee procedures
- fiscal year and budget
- approve committee chairs
- health benefits
- Election Committee report: suggestions for future process, bylaws
- determine lengths of terms for grievance officers and committee appointments
- evaluation of eboard appointees
- alternative email clients report
- printing services
- norms for communication
- officer accountability
- adjunct issues
- committee reporting structure
- plan for negotiations and intra-union communication

**Adjournment:** 12:55 pm

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Submitted by Rick Hobbs

*“Do not let what you cannot do interfere with what you can do.”*