

*WLAC AFT Faculty Guild Adjunct Faculty Meeting  
August 26, 2009*

Olga Shewfelt convened the meeting at 500 p.m. The purpose of the meeting was to orient adjunct faculty. One-hundred and ten people were in attendance.

Staff Development Funds: Eloise Crippens, representing the Professional Development Committee announced the availability of funds for adjunct and regular faculty to attend conferences or be reimbursed for tuition expenses. For professional conferences funding of \$100.00 to \$150.00, per faculty member is available. These may be supplemented by faculty “donations” of their earmarked funds. Up to four faculty members may donate their conference funds to a colleague. For tuition reimbursement, funding of up to \$2,000 is available. Forms, available in the mailroom, must be filled out and properly filed to initiate the process. Follow-up reports are required.

CIO Report: President mark Rocha greeted the faculty warmly. He thanked Olga and noted his own service as an adjunct faculty member in English. He reminded the meeting that the teacher is often the first point of contact for students. Our core value is to help students, and thereby transform their lives.

VPSS Report: Parking: VP Betsy Regalado reported as follows: Faculty may park in lots 1, 2, 4, and 6. No parking tickets will be issued for the first three weeks for cars without parking permits which are otherwise properly parked. The college services will be operative until 7:00 p.m.

Welcome Week will continue for the first three weeks of the semester. Located in front of the Admissions Office, it will offer assistance to students seeking to register or add/drop classes. In connection with add/drop operations, a satellite “express” center for this purpose is established in A13 at the site of the Transfer Center. Students may add online, also, up to September 4<sup>th</sup> (9/12 for Saturday classes) ; thereafter, only by instructor action with an add card. Last day to drop without a fee is 9/14 and last day to drop without a “W” is 9/25. Online Instructors may have Eric Ichon add students to their classes. Attendance accounting procedures are online at the Faculty/Staff tab of the college’s website. All add drop operations may also be done by the Instructor via the LACCD Faculty System.

Three new counseling services are coming online: Students may arrange an e-chat with a counselor. A new auditing-tracking system can assist students in tracing their progress toward transfer or degree goals. A new transcript request system is now online through the Admissions and Records tab on the college website.

Parking: No tickets the first two weeks (8/31 – 9/13) for automobiles legally parked. Students may purchase a semesterly parking pass for \$20.00 or daily passes for \$2.00 each from the yellow dispensers. No street parking this semester. Street parking for construction crew vehicles, only. Student drop-off at Lot 5, only.

Students have received notices of fee increase of \$6.00/unit. Those with fee waivers do not have to pay the increase. Flu measures: Instructors have the authority to ask (gently) students who are clearly ill to leave the classroom. The administration is working to get H1N1 vaccinations on campus, when they are ready for distribution. A Health Center is established in A9 with hours of operation as follows: T-Th 8:00 – 5:00; MW 11:00 – 7:00; Friday 8:00 – 12:00. West Week Calendar is now also available on Facebook.

Adjunct e-mail Addresses: Olga announced that Cherise Bellamy (Business Division) would help compile e-mail addresses so that the Guild can communicate with adjunct faculty on union issues.

AFT 1521 Membership: Faculty whose paychecks say “1521 member” are members of the AFT, Local 1521. Faculty paychecks that say “fee payer” are not members. Both categories have 1.4% deducted from their paychecks. Joining does not increase a faculty members deductions.

Division Chairs: Seven out of thirteen Divisions were represented. Olga introduced the following Division Chairs who attended the meeting: Mary Jane McMasters (Math), Vanita Nicholas (Business), Betty Jacobs (Language Arts), Michael Arata (Humanities/FineArts), Lisa Kambiashi (Allied Health), Jane Witucki (Dance and Physical Education), and Abraham Bhata( Sciences).

Health Benefits: Susan Aminoff, Co-Chair of the JMLC Adjunct faculty can qualify for partially paid medical benefits. The district currently pays \$2,160.00 annually toward medical benefits for adjuncts who enroll and meet the following criteria:

- Are teaching in the current fall or spring semester
- Are on a seniority list
- Teach at least .33 FTE in the LACCD
- Have taught at least .2 load for three out of the last eight semesters
- Sign an affidavit attesting that they have no access to coverage through another employer

The district’s insurance group is now Cal-PERS which offers Blue Shield PPO and HMO and Kaiser.

A poll of the room revealed that six adjunct faculty are now insured through the district plan and six are seeking to be insured. If eligibility is lost, the member can get COBRA.

Academic Senate: Rod Patterson, Academic Senate President reported that new AA Degree requirements for English competency (English 101) and Math (Math 125). He mentioned the importance of the Grants Committee, and encouraged adjunct faculty to participate in the Senate’s monthly agenda of academic issues. The adjunct faculty are entitled to two representatives, but currently, there is only one (Faz Elahi).

Academic Affairs Report: The VPAA was unavailable for the meeting. Dean Judith-Ann Friedman reported that the college was at 102% of the previous fall's enrollment. A new online Library service is now available. Students may access a librarian online 24/7, throughout the country. Details to be announced. The B and A bungalows are slated to be demolished this semester. This will entail some disruption and the need for good communication and cooperation. Dean Aracelly Aguillar reported on research and development. She is working on development of projects to increase the number of certificates and degrees and asked for any faculty ideas to be shared with her. Currently in development are a citywide hospitality program at the college's LAX site. This will include a conference-hotel-laboratory structure and matching curriculum. We also have a new Pharmacy Tech program and are pursuing three Title 5 grants and a healthcare initiative. Dean Linda Clowers discussed the Transfer- Honors Program, with information and applications accessible online at the college website. She urged all adjuncts to get a West email account so that we can be up-to-date on all college information. Finally, she plugged the college's expanded Tech Fair with workshops presented by West faculty from September 9 – December 10, 2009.

AFT Chapter President's Report: Olga announced opportunities for adjunct faculty to serve on committees and to help with union business. She reported on the cut of 8% in income, and referred to Carl Friedlander's August 14<sup>th</sup> letter to all members. The letter sets out the impact of the revenue cut, including the fact that the district will be paid for only 101,500 FTES despite burgeoning enrollments that will carry some of the campuses above their FTES limits. Olga emphasized that the economic downturn sends more people to community colleges, seeking education leading to employment or advancement. Each fulltime student or fulltime equivalent student (FTES) enrolled here over the enrollment cap represents \$4,564.00, not funded to the college. The college must be vigilant to align our instructional programs to our funding base.

Olga reviewed a Memorandum of Understanding (MOU) to Article 16 in which the parties agreed that provisions of Article 16 on seniority may be suspended to allow fulltime faculty to volunteer to forgo their fall or spring hourly assignment, in order to all an adjunct faculty member to keep an assignment that s/he may otherwise have lost due to reductions in force resulting from the revenue declines. She also presented a proposed MOU to allow faculty compensation for large on-campus classes, and asked faculty for feedback on this issue. This would roughly correspond to the same provision for online classes.

Olga announced that new adjunct faculty office space (replacing the space lost to demolition of B-1) is now located next of Building A-6. Finally, she announced that the West L.A. College AFT Chapter now has a webpage of its own, which is available through the Faculty/Staff tab on the college website. Instructors can access the minutes of previous meetings, the current contract, meeting times and dates, and other important information.

Olga distributed a current copy of the "Adjunct Survival Guide" to all.

Grievances: Bruce Anders, Grievance Rep for West urged all adjunct faculty members to read and re-read Article 16, on seniority rights. He also reminded them that seniority lists are continuously updated and that they are entitled to a copy of the latest copy of the seniority list in their discipline.

DRAFT