

**From:** Ruebensaal, Jack  
**Sent:** Wednesday, November 13, 2013 1:17 PM  
**To:** West\_Faculty  
**Subject:** AFT Chapter Minutes, October 17th, 2013

[West Los Angeles College AFT Chapter Minutes, October 17, 2013](#)

The Meeting was called to order by Chapter President Olga Shewfelt at 1:10pm.

The following were in attendance:

Luo(Heidi) Yilan, Claudia Velasco, Colleen Matsuhara, Casey Hunter, Bruce Anders, Adrienne Foster, Buck Stapleton, Norma Barragan, Bonnie Blustein, Janise White, Lisa Cain, Grade Chee, Clare Norris, Sue De Bord, Rudy Triviso, Jack Moy, Katy Kelley, Alice Taylor, Linda Alexander, Kenyatta Bakeer, Vidya Swaminathan, Yervant Boghos, Juan Carlos Castillo, Jack Ruebensaal and Olga Shewfelt

The minutes of the September 19th meeting were approved with the following corrections: Steak holders was corrected to Stake holders on page 3, third paragraph.

The meeting opened with a discussion on Negotiation - - the point was made to please fill out the survey as provided by the AFT regarding contract negotiations/talking points as well as to forward any comments that you might personally have regarding contract language to Olga Shewfelt, West's representative on the negotiating team.

These negotiation was be different in that the approach will be based on Interest Based Negotiations. There will be a two day training workshop for the negotiating team lead by the Federal Mediation Agency and Conciliation Board. This approach will involve the meeting in teams=technique.

Kathleen Burke and Martin Martinez will be the lead negotiators for the Management Team.

District Budget Report:

The DBC is made up of six representatives from the Academic Senate, 6 AFT Faculty Guild representaitves , 7 other unions and association and all the colleges' presidents as well as the Student Trustee to the Board of Trustees.

On p. 6 of the handouts: The Board of Trustees adopted the District Financial Accountability Measures. This resolution passed on a 6/1 vote by the Trustees. Some members of the BoT did not want any forgiveness or delay in colleges debt payback to the District. However, as noted above the resolution was approved.

On page 12 of the handouts: Note was made that two new District positions have been or are being filled:

Chief Business Office and Internal Senior Auditor. The following position have yet to be filled and are on the approval list to be filled: Public Relations Office, Dean of Educational Program and Student Success and Associate Vice Chancellor of Educational Programs and Accreditation

Support, Public Relations Office, and Senior Secretary to the Associate Vice Chancellor of Educational Programs and Accreditation Support.

Regard FON, on November 13th the #of positions will be brought to the DBC in order to meet the full time obligation under 75/25.

Each college will then be made aware of how many faculty positions the campus can go forward with.

Regarding Priority and Seniority Lists under AFT Article 15 and 16, the Administration had to be reminded to get those lists out to the Division Chairs so they could be emailed and reviewed by the all the Faculty in their respective disciplines. Priority Lists are now out.

Enrollment Management Committee:

Buck Stapleton will be serving on the EMC along with Sholeh Khoorshi. In Stapleton's report he mentioned that the committee is organizing itself around the issues: What is the purpose of this committee?, What is the Charge of this committee?, How do we increase committee participation and the two issues of increasing student enrollment, and regulation of instructional fees.

Grievance Report:

West is currently handling two grievances once of which was begun by another grievance representative from another campus in the District.

A major discussion insured regarding the written Report, by Darrell Eckersley, AFT Faculty Guild Chief Grievance Officer, (included in the Chapter package) regarding the Safety Issue on campuses within our District. The overall consensus was that there was a feeling of isolation regarding student behavioral actions and consequences as well as to how to improve the overall school community.

Safety on campus

Olga announced that in dealing with a recent situation of a potential threat by a student, she came to realize that there is no standard procedure to communicate in writing such threats to those faculty members who may not be aware of such threat. She discussed this matter with President Nabil and in the particular case at hand, there was eventually a written communication from the Administration. the AFT Faculty Guild is committed to working on the development of a standard operations procedure on how to communicate threat situations to faculty and to all the campus community. Faculty are dealing with a greater diverse population of student with particular situations and needs, among those may be veterans, people on probation or parole. Adrienne Foster, Academic Senate President, also mentioned the need to revisit the Student Code of Conduct and that this would be a Senate issue.

This task of making recommendations to the President to develop a campus wide safety operations procedure would be undertaken by the Work Environment Committee, which will have this issue in its agenda for the 10/25/13 meeting from 10:30am to 12:30 pm.

The Chapter meeting was concluded at 3:26pm.