

1 **Minutes AFT Local 1521 Guild WLAC Chapter Meeting-September 22, 2016**

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3 **Meeting was call to order at 1:08 by the Olga Shewfelt (Chapter President) and lunch was served.**

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5 **1. Welcome & Introductions**

6 **The chapter president welcomed Interim President, Bob Sprague and Iris Ingram, Vice**  
7 **President of Administrative Services.**

8  
9 **Members present:** Clyde Titus, Parvaneh Ghaforyford, Anna Chiang, Kenneth Taira, Bernice  
10 Filerman, Colleen Matsuhara, Faz Elahi, Mark Rose, Norma Barragan, Tim Welch, Jennifer  
11 McIntosh, Casey Hunter, Kevin Considine, Ricardo Hooper, Matt Robertson, Susan Trujillo, Luo  
12 Yilan, Gerald Ludwig, Lorenzo Ybarra, Olga Shewfelt and Tim Russell.

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14 **2. Minutes for Chapter meeting on May 19, 2016 were unanimously approved.**

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16 Mr. Sprague reported the WLAC is on track for growth with effective performance by the entire  
17 college community. He pointed out that WLAC's growth rate is higher than the other 8 colleges. He  
18 also pointed out with change there will always be conflicts that arise. With the newly hired full time  
19 faculty; some at the last minute, there is a diminishing inventory of office space. The college needs  
20 to plan for the future faculty offices, phones, desks and computers. There is also a need to prioritize  
21 how we can co-locate full time and adjunct faculty to allow faculty space to meet with students. Mr.  
22 Sprague commented on the Division Reorganization. He completed what Nabil started and that  
23 there will be at least one more divisional reorganization in the near future. Mr. Sprague informed the  
24 body that Accreditation is coming due and will be headed by K. Manner. This year there will be an  
25 accreditation visit for the Dental Hygiene program as well.

26  
27 VP Ingram and 2 members from Build LACCD presented a summary of the "Campus Construction  
28 Program Report." This report provide a list of active projects, schedule updates, design updates and  
29 contractor Procurements updates for the TLC, Performing Arts Amphitheater and the Watson Center.

30  
31 The TLC redesign will cost additional 1.2 million. There is a desire to convert the existing AC to an  
32 AC on the roof top that will require less maintenance. However, it will be an increase in cost with  
33 this modification. VP Ingram is analyzing this expense of changing the AC along with the District.  
34 He assured the body that the TLC will still have 4 floors. The builder chose an AC unit that will  
35 allow the cost to stay with the budget. President Shewfelt asked what happened to the 13 million was  
36 taken by the District office. The project manager stated that the \$13 million was not set aside for  
37 WALC but for the District office. The project manager continues to say the \$1.9 million increase is  
38 being analyzed by the District office to see if we can move forward the construction plans. The body  
39 asked the question "Since there was a law suit filed will the procurement method be the same?" The  
40 project manager stated the intentions are to go with Design Built. K. Taira asked the question, "What  
41 is the amount of the contingency fund?" VP Ingram commented that the 85% of the building projects  
42 have been completed. The BoT has to decide if they are going to use the contingency fund for cost  
43 overages. The District is not likely to dip into the contingency fund. There is information on the  
44 webpage to provide more details about the ongoing building projects that still remain. Mr. Sprague  
45 continues to discuss how the college plans to pay for the \$1.9 million overage. He states that they  
46 will be a process of meeting with the planned users of the building to discuss the planned changes  
47 and determine the amount of funds that will be saved. From a District stand point, WLAC is not in  
48 the habit of going over budget projects. Other campuses are doing over due to the new changes in the

49 design. He ensures the body that the changes will be in the best interest of the building's long term  
50 usage. The BoT is not in agreement with the growth rate because the District is not growing at the  
51 same rate. President Shewfelt stated that she hopes that the faculty are involved in this process.  
52

53 K. Considine mentioned that starting in January of 2017, the building codes will change thus it will  
54 cost more money to accommodate any changes.  
55

56 VP Ingram informs the body for West LA College that the ending balance of the general unrestricted  
57 fund as of June 30, 2016 was \$3.2 million. In response to the question, " Does your figures agree with  
58 VP Ingram's figures? Mr. Sprague responded that West is united and that we all use same number  
59 established by the president.  
60

61 Mr. Sprague informed the body that he is collaborating with W. Jones on the following:

- 62 • Adopting a policy to increase persistence, retention and student completion;
- 63 • Striving to be the fastest growing community college in the state;
- 64 • Need to find out where the linkage points are for you students;
- 65 • Degrees and Certificates increased to 54 % .  
66

67 Mr. Sprague closed by reported that Fall 16 enrollment is up 8%. West L.A. College closed the 2015-  
68 16 FY at 6%. The budget balance going forward to 2016-2017 FY is over \$3.2 million, which is  
69 unprecedented for West. He thanked everyone for their contributions and effort and he praised  
70 West's unity and effectiveness.  
71

### 72 3. **AFT Chapter President Report (O. Shewfelt)**

#### 73 a. **Negotiations: October 5 Day of Action**

74 The Board of Trustees has sunshined the Articles to be negotiated with the Faculty Guild  
75 (starting on page 27 in the handout). Looking at these articles, the majority of them have to  
76 deal with performance-based issues. The early sunshining of the Articles to be negotiated  
77 with our Union is unprecedented in the history of the District. This is very surprising and the  
78 body needs to do something about this decision. She invited the body to attend the next BoT  
79 (Day of Action) on Oct. 5<sup>th</sup> at Pierce College to voice our opinion. There are a lot of issues at  
80 the District regarding keeping the faculty informed. Olga Shewfelt will be representing West  
81 in the next round of negotiations and urges all union members to participate. She continues to  
82 express her concern with the lack of consultation on other matters. For example, the decision  
83 to cancel the shuttle services was made at the District office because the do not have the  
84 proper equipment to provide safe services. The Guild is objecting to this decision and this  
85 issue will be going to arbitration. The power in the union is the membership. We need to  
86 participate in the Day of Action on 10/5 at Pierce to become well informed about all matters  
87 affecting the Guild.  
88

89 M. Robertson asked about the presentation of Articles on page 28. Shewfelt stated that the  
90 Union has to present the articles that the union is willing to negotiate. The negotiation team is  
91 being composed and a list will be compiled. There will be a survey sent to gather input from  
92 all faculty. Shewfelt informed the body of the negotiation process.  
93

94 K. Considine informed the body that we (the faculty) need to be at the table during these  
95 discussions. If presidents and heads of the facilities committees are not allowed to speak, then  
96 how can issues be transparent? The body asked the question about the composition of the

97 Facilities Committee. President Shewfelt responded with how representation takes place on  
98 such committees.

99  
100 **b. JLMBC (report by Bill Elarton)**

101  
102 In the handout, pages 1 – 27 deals with our benefits. On page 18 in the handout there is an  
103 article regarding the challenges of the ‘California rule’ in a court decision.

104  
105 **c. Benefits Conference 9/30/16** ( see page 16 in the handout)

106  
107 **d. Guild’s Budget** ( see page 34 in the handout)

108  
109 **e. ACCJC (see letters to U.S. Secretary of Education on page 42 in the handout)**

110  
111 **f. Politics:**

112 • **Proposition 55 Campaign, phone banking, cards**

113  
114 Shewfelt informs that body about the great importance of passing proposition 55 in  
115 the November election. She will organize activities for promotion of this  
116 proposition. She encourages the body to support this proposition and provides a  
117 summary of the benefits for supporting this proposition (see pages 46-47 in the  
118 handout). On page 52 in the handout, a list of dates for phone banking to support  
119 Prop 55 is provided. There will be campus visits to promote this proposition. Lists  
120 of dates are provided on page 53 in the handout.

121  
122 • **Student Interns activities (voter registration)**

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124 Scarlet Ying (Interns Coordinator) and student intern, Sarah Contreras introduced  
125 themselves and gave a report on upcoming campus events. Next week is the  
126 National Voter Registration Day. They will be on campus to encourage students  
127 to register to vote in the fall 2016 elections. The interims asked for faculty emails  
128 addresses so that faculty can provide students with a flyer for this event.

129  
130 • **COPE report & Guild’s Candidates Interviews BoT elections**  
131 ( see pages 49- 50 in the handout)

132  
133 **g. LACCD New Bond**

134 There was vote to support the bond measure at the Guild’s E-Board meeting on 9/20/16.  
135 K. Considine informed the body that the new bond will not support new classrooms. There  
136 will be infrastructure changes. The Build 2036 has been stopped.

137  
138 **h. LACCD Enrollment Fall/16 Day 14**

139 See page 61 in the handout for full report of Fall 2016: Credit Enrollment Comparison for  
140 all nine campus.

141  
142 **i. Student Information System (SIS) Go Live- Fall/17**

143 See pages 58 – 60 for details of the implementation of the new SIS.  
144

145  
146  
147 **j. LACCD Fall 2017 FON**  
148

149 About 200 Full Time Faculty were hired in the District for Fall 2016. The total hires  
150 including replacements to meet Fall 17 total FON was 115.8 (see page 62 in the handout  
151 for complete report).  
152

153 **4. Facilities Report: Last 2 Bond Construction projects, Kevin Considine ( given with Mr.**  
154 **Sprague's and VP Ingram's report above)**  
155

156 **5. Work Environment Committee Report, Matt Robertson**

157 Matt made reference to the issues that were discussed at the last WEC meeting. M. Smith spoke  
158 about the inability to not being able to lock doors from the inside. VP Ingram spoke on this issue. It  
159 was requested that a report be generated and given to administration. Guaranteeing office space for  
160 newly hired faculty is a serious problem. Robertson comments that he has a full time faculty that  
161 does not have an office. Next WEC is Oct 10 @ 1 pm. The WEC is the labor caucus for the faculty.  
162 Robertson informs that body of the non-smoking policy for LACCD; but there is a local decision to  
163 have designated areas. Questions from the body were asked regarding room space, use of resources  
164 from other divisions. Shewfelt asked that M. Robertson included this item and the adjunct faculty  
165 policy for allocation of locker in the next WEC meeting.  
166

167 It was suggest that any faculty member should be able to use resources from other divisions. This  
168 should be put in policy and a list should be made available so that chairs will be aware of faculty  
169 from other division using available resources that in the area of the classroom that they are providing  
170 instruction.  
171

172 **6. Grievance Report, Tim Russell**  
173

174 1. The Guild filed a grievance for Violations of Article 15.A.4.a – Assignment, Summer and Winter  
175 Intersessions. This grievance was “ For C basis non-classroom faculty, a “ full assignment “ shall be  
176 6 hours per day when the standard work load in Article 13, Table B is 30 and 7 hours per day with  
177 that standard workload is 35. The administration violated this article by not offering a full  
178 assignment for non-classroom faculty.  
179

180 2. The Guild filed a grievance for Violations of Article 15.B.6 – Summer and Winter Intersession  
181 Assignments. The concern was whether the administration had followed the seniority and priority  
182 list correctly. Through the grievance process, it was found that there was no violation of the CBA.  
183

184 **7. Adjunct Faculty Committee (AFIC) Ken Taira**

185 The AFIC is looking for 2 members to serve on the contract negotiations team. Mark Rose is the a  
186 newly appointed AFIC representative. See full report on page 55 in the handout.  
187

188  
189 **8. Announcements:**

- 190 • **September 12-October 7 Benefits Open Enrollment**
- 191 • **September 23 CFT Division Council**
- 192 • **September 24- CFT Committee & State Council**

- 193 • **September 30- Benefits & Retirement Conference- Sheraton Universal 8:30 am- 4 pm**  
194 • **October 5 BoT Day of Action at Pierce College 6 pm**  
195 • **October 6 – AROS walk-in at City, South West & Valley**  
196 • **October 20- Guild’s Chapter meeting at West 1=3 pm Winlock**  
197 • **October 22 Trade Tech Foundation Dinner**  
198 • **October 24 West Adjunct faculty Meeting 1-3 pm Winlock**  
199 • **November 1 & 4 Department Chair, Dean VP Workshop East & Valley colleges.**

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201 9. The meeting was adjourned at 3:07 pm.

202  
203 Respectfully submitted by T. Russell

DRAFT