

AFA general meeting August 25, 2017 minutes

Officers Present: Jacob Bakke (HC), Nancy Webb, Jeff Buchwald

Division Representatives Present: Dennis Basilio, Michelle Chan, Tina Dobbs, Kathy Eghoian, Tamara Flores-Sahagun, Jeff Fulmer, Pamela Gallion, Eric Garner, Peter Legner, Bernadette Lopez-Garrett, Charlene Reeves, Haunani Taylor, Christiane Trice (CC)

Division Representatives w/ Proxy: Frank McPherson (proxy: Shannon Gilliland)

Division Representatives Excused: Frank McPherson

Division Representatives Not Present: Kim Booth, Leilani Brandes, Christina Brown, Scott Camero, Cynthia Sargent, Maria Ubaldo, Suzan Workman

Guests: Rick Marks, Connie Newton, Mary Sasso, Millie Vuksanovic

- I. Chair Jeff Buchwald called the meeting to order at 1:01pm. Quorum has been met.
- II. Approval of Minutes
  - A. Minutes from previous years still to be approved – not yet received, no vote taken
- III. Guest Speaker: None
- IV. Chair's Report
  - A. AFA Employee of the Month for June, 2017 – Kimiko Walton from CSN Recruitment and College Connections, nominated by Kim Booth.
  - B. AFA Employee of the Month for August, 2017 – Patricia Marshall from the Call Center, nominated by Dan Morris.
  - C. AFA Employee of the Month for September, 2017 – Darlene Montague from the Moapa and Mesquite Centers, nominated by Josh Ruter.
  - D. New elected representatives and officers introduced; call to fill open seats.
  - E. Meeting schedule for academic year posted:
    - 09/22/2017
    - 10/20/2017
    - 12/15/2017
    - 01/26/2018
    - 02/16/2018
    - 03/16/2018
    - 04/20/2018
    - 05/18/2018

No meeting in November; will use that time for committee meetings and catch-up on work

- V. Committee Reports
  - A. AFA Committees
    1. Policies and Procedures Committee: Nancy Webb (Chair): No update
    2. Elections Committee: (no chair): No update.

3. Recognition Committee: Tamara Flores-Sahagun (Chair): Nominations are due the 15<sup>th</sup> of each month.
  4. Fundraising Committee: (no chair): No update
  5. Evaluation Committee: (no chair): No update
  6. Legislative Action Committee: Jeff Fulmer (Chair): No update; no legislative session this year but some sub-committees will meet. Need to keep an eye on these meetings. College affordability will be issue during next session so preparation should start now. Educational year.
  7. Benefits Committee: Jake Bakke (Chair): No update
  8. Committees were introduced and given brief descriptions of what is expected of them this year; meetings to be held soon when more seats are filled
- B. Faculty Senate (Faculty Senator Reports): No meeting since last AFA meeting
- C. Faculty Senate Committees: No updates
- D. All College Committees (Strategic Planning, Internal Recognition, etc.): No updates

## VI. New Business

### A. Deletion of text from workload policy

1. Received message this morning from Jill Acree (Faculty Senate Chair) re: deletion of some text from the current workload policy:

~~Administrative Faculty are persons that perform a wide range of non-teaching functions college-wide. Position descriptions for each position title will be kept on file in the Human Resources department. Changes in position descriptions should generally occur in consultation between the applicable managers and the Human Resources department, in accordance with appropriate procedures and timelines informing employees of the change. Position descriptions must include items consistent with the subcategories below, and are subject to any system or state restrictions and requirements established for these subcategories.~~

~~a. Executive Faculty are the President and Vice Presidents.~~

~~b. Supervisory Faculty are persons who perform predominantly office or non-manual work of a supervisory nature as head of a college, school, center, division, laboratory or other administrative unit.~~

~~c. Support Faculty are persons including, but not limited to, teaching assistants, laboratory assistants, athletic coaches and assistant athletic coaches. These persons engage in office or non-manual work of:~~

~~i. A confidential nature performed under the direct supervision of a member of the executive faculty.~~

~~ii. A intellectual, specialized or technical nature that requires training, experience, or knowledge in a field of science, learning, or occupation customarily acquired by a course of specialized intellectual instruction, studies or experience, which is performed under general supervision only, and requires the consistent exercise of discretion and judgment.~~

### 2. Arguments:

Pro deletion: Information is redundant; already in handbook

Anti deletion: Information is necessary and should be kept in case of differences from handbook

After discussion, AFA moved to review and ask Richard Hinkley for further clarification.

B. Website

1. AFA website is out of date and needs to be updated, especially now that the migration to the new site has happened. Mary Sasso and Charlene Reeves have agreed to look into it.

VII. Other

A. Next meeting will be September 22, 2017 at 1:00pm. West Charleston Campus H105. North Las Vegas Campus 2638 (via teleconference). Henderson Campus C-224 (via teleconference).

VIII. Adjourn at 1:45pm