

**LOS RIOS COLLEGE FEDERATION OF TEACHERS  
EXECUTIVE BOARD MEETING**

**AGENDA**

**September 6, 2023**

**3:00 – 5:00 PM**

**Join Zoom Meeting**

<https://us06web.zoom.us/j/82870790512?pwd=UjFYb0hrZGhRQy9YaU1SK1BqYys5Zz09>

**LRCFT Exec:** 3-5 pm (first/third Wednesday): Sept. 6, 20; Oct. 4, 18; Nov. 1, 15; Dec. 6, 20

**LRCFT PAFC:** 3-5 pm (second Wednesday): Sept. 13, Oct. 11, Nov. 8, Dec. 13

**Chancellor's Cabinet:** 3-4 pm (fourth Monday): Sept. 18 orientation; Oct. 23, Nov. 27, no Dec. meeting

**SUJIC:** 2-3 pm (fourth Monday): September 18, October 23; November 27

**LRCDD BOT:** 5:30-7:30 pm (second Wed.): Sept. 13, Oct. 18 (FLC), Oct. 27-28 (retreat); Nov. 8, Dec. 13

**LRCFT Presidents:** 2-3 pm (second Wed.): September 13, October 11, November 8, December 13

**Sac Central Labor Council: Exec. Council/Delegates:** 6-7 pm (second Wed.): Oct. 11, Nov. 8, Dec. 13

**SCLC Labor Day picnic:** September 4, Monday, 5-8:30 pm, Fairytale Town, William Land Park, Sac.

**Paula Villescaz for Assembly,** Sept. 7, Thurs., 5:30-6:30 pm, *ThirtyFour Mexican Cantina*, 1100 O St. #5

**Second Annual Community Summit on Homelessness,** September 9, Sat., First United Methodist Church

**SCLC Union Job fair:** October 11, Wednesday, 11-3 pm, 3001 Florin Road (Florin Light Rail station)

**SCLC Salute to Labor dinner:** Thursday, November 16, *Golden 1 Center*

**LRCFT Grievance workshop:** September/October TBA

**LRCFT rep, stewards, and campus president elections:** November-December TBA

**CFT Exec. Council:** September 9, Saturday, 9-4 pm, Burbank; Nov. 4, Saturday, 9-4 pm, location TBD

**CFT standing committees:** September 30, San Jose (first meeting is in person; future meetings zoom)

**CFT CCC Division Council:** October 13, Friday, 3-7 pm, San Jose

**CFT State Council:** October 14, Saturday, 1-4 pm, San Jose

**AFT Civil, Human, & Women's Rights Conference:** October 20-22, Houston, Texas

**The Sofia Home of B St. Theater:** October 5-29: Theatrical Performance: "*Papi, Me, and Cesar Chavez.*"

**LRCFT Elections:** November-December: Campus representatives and presidents.

**Rev. Dr. Martin Luther King Jr. March:** January 15, Monday

**FACCC Advocacy and Policy Conference:** Feb. 25-26, Sunday-Monday

**Cesar Chavez Day March:** March 30, Saturday

**CFT: The March in March!** March, Sacramento Capitol, TBA

**Cuba Labor trip:** late April-early May: TBA

**May Day:** May 6, Monday

**LRCFT Union picnic:** May 10, Friday

**AFT 2024 National Biennial Convention:** July 22-25, Mon.-Thurs., Houston, Texas

Equity Statement: "The LRCFT is committed to providing an environment free from discrimination and harassment. We ask all meeting participants to embrace our values of equity and equality and conduct themselves in this meeting consistent with those values. Professionalism should be always exhibited.

We have designated Jason Newman as the 1<sup>st</sup> point of contact for anyone who thinks they have

experienced discriminatory, harassing or otherwise unacceptable behavior, and we urge you to contact him if you have any concerns.”

<b><u>Item</u></b>	<b><u>Presenter</u></b>	<b><u>Agenda Subject</u></b>
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|----|--------|---|
| 1. | Newman | Call to order/establishment of quorum - 3:00 PM   |
| 2. | Newman | Approval of May 17 meeting minutes and current agenda<br><i>Public Comment</i> (non-board members, 3 mins/person) |

### **Reports**

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|----|--------|------------------------------------|
| 3. | Shubb  | Academic Senate President (5 mins) |
| 4. | Newman | LRCFT President (5 mins)           |

### **Action Items**

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|-----|-----------------|--|
| 5.  | Limmaneeprasert | ARC new representative appointment (1 <sup>st</sup> read/act/suspension/3 mins)                            |
| 6.  | Newman          | Reassigned Time committee appointments (1 <sup>st</sup> read/act/suspension/2 mins)                        |
| 7.  | Aldredge        | B St. Theater: LRCFT membership appreciation (1 <sup>st</sup> read/act/suspension/5 mins)                  |
| 8.  | Newman          | <i>2<sup>nd</sup> Annual Community Summit on Homelessness</i> (1 <sup>st</sup> read/act/suspension/3 mins) |
| 9.  | Rowe            | LRCFT budgetary matters (1 <sup>st</sup> read/act/suspension/10 mins)                                      |
| 10. | Carbary         | Accessibility Task Force recommendations (1 <sup>st</sup> read/act/suspension/20 mins)                     |
| 11. | Rowe/Henderson  | LRCFT Membership dues (15 mins)  |

### **Discussion**

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|-----|---------------|---|
| 12. | Newman        | Chat use during exec. board meetings (5 mins)                       |
| 13. | Newman        | New LRCFT union swag to order? (5 mins)                             |
| 14. | Telles        | Stewards network roll out (15 mins)                                 |
| 15. | Newman        | LRCFT Membership campaign 2023-2024: campus reports (15 mins)       |
| 16. | Newman        | Communicating with Membership: The LRCFT <i>Union News</i> (5 mins) |
| 17. | Newman        | LRCFT Exec. Board Policies revision: Governance (5 mins)            |
| 18. | Board Members | <i>Emerging Issues/New Business/For the good of the order?</i>      |

### **Adjournment**

*Next meeting: Sept. 20, 3-5 pm*

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## ACTION ITEM INFORMATION

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1.

**Requested by:** Oranit Limmaneeprasert/Jason Newman

**Subject:** ARC new representative appointment

**Time required for discussion:** 2 mins

**Type of Consideration:**

- 1st Reading Only
- Second Reading/Action
- 1st Reading/Action/Suspension of the Rules
- Discussion Item – No Actions
- Information Item Only

**DESIRED OUTCOME:** State the motion you want passed (Action Items) or the direction you need from the Executive Board (Discussion Items).

Appoint a new ARC representative. Beth Verhage has retired from LRCCD. It is recommended that Teresa Urkofsky be appointed as a new ARC representative.

**BUDGET IMPLICATIONS:** none

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2.

**Requested by:** Jason Newman

**Subject:** LRCFT Reassigned Time committee appointments

**Time required for discussion:** 2 minutes

**Type of Consideration:**

- 1st Reading Only
- Second Reading/Action
- 1st Reading/Action/Suspension of the Rules
- Discussion Item – No Actions
- Information Item Only

**DESIRED OUTCOME:** State the motion you want passed (Action Items) or the direction you need from the Executive Board (Discussion Items).

Board approval of RT committee appointments: LaQuisha Beckum, Art Jenkins, Belinda Lum, Iris Dimond, Stephanie Rowe, Teresa Aldredge, Gabriel Torres, Walter Kawamoto, Jason Newman (chair). The committee will meet four times total in September and October to provide a proposal for board approval.

**BUDGET IMPLICATIONS: none for committee but overall cost of Reassigned Time**

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**3.**

**Requested by:** Teresa Aldredge

**Subject:** Membership Appreciation event: B St. Theater play: *"Papi, Me, and Cesar Chavez."*

**Time required for discussion:** 5 mins

**Type of Consideration:**

- 1st Reading Only
- Second Reading/Action
- 1st Reading/Action/Suspension of the Rules
- Discussion Item – No Actions
- Information Item Only

**DESIRED OUTCOME:** State the motion you want passed (Action Items) or the direction you need from the Executive Board (Discussion Items).

A local venue, *The Sofia Home of B St. Theater*, is hosting a play running October 5-29: *"Papi, Me, and Cesar Chavez."* This is a labor-related activity that our interested members would appreciate attending. We inquired and for \$1450, the theater will provide a discounted rate for 50 tickets at \$29 per ticket (savings of \$6 a ticket). Tickets went on sale Sept. 1. The showings are 6:30 pm and 8 pm October 5-29 (show days/times TBA). Our proposal is to purchase 50 tickets for LRCFT board members and interested faculty members. The proposal is to allow the member to bring a guest. A local restaurant, *Alaro Craft Brewery*, is providing a ten percent discount on food/drinks with your ticket before a showing of the play. The play description:

When Gloria was 10, she met a man who taught her that ideas weren't so much dangerous, as they were able to change the world. *Papi, Me and César Chávez*, written by Anthony J. Garcia and created by *Su Teatro* in Denver, Colorado, tells the story of Gloria in the Spring of 1966, when she and her Papi chose to join César Chávez and the United Farm Workers Union on the historic march from Delano to Sacramento. Full of music, laughs, and history which shaped this country for the better, *Papi, Me, and Cesar Chavez* is a play you will not want to miss.

**BUDGET IMPLICATIONS: \$1450. Allocation comes from membership outreach budget.**

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4.

**Requested by:** Jason Newman

**Subject:** 2<sup>nd</sup> Annual Community Summit on Homelessness

**Time required for discussion:** 5 minutes

**Type of Consideration:**

- 1st Reading Only
- Second Reading/Action
- 1st Reading/Action/Suspension of the Rules
- Discussion Item – No Actions
- Information Item Only

**DESIRED OUTCOME:** State the motion you want passed (Action Items) or the direction you need from the Executive Board (Discussion Items).

The *Second Annual Community Summit on Homelessness* takes place September 9 in Sacramento. It is sponsored by the Sacramento Homeless Organizing Committee. (see letter and flyer documents in Livebinder). There are several reasons why we should endorse and contribute: LRCFT has endorsed and contributed to this organization prior to the pandemic, LRCFT routinely engages in community events as part of labor outreach, the participant, endorsement, and sponsorship list for the event is progressive, the issue of homeless people is a chronic community concern in Sacramento, the Sacramento Central Labor Council is a sponsor and has focused on this issue of late, and the event focuses in part on student homelessness. Funds raised pay for the conference, including monetary stipends for unhoused workers staffing the event. From the organization's letter to LRCFT: "we are a local organization that seeks to amplify the voice of the homeless and their allies in the Sacramento region, publishing a bimonthly newspaper (*Homeward Street Journal*) and meeting weekly to discuss our impact on policy and issues relevant to housing and homelessness. Recently, in conjunction with Sacramento State's "Building Justice" Podcast, we created a podcast episode on student homelessness."

**BUDGET IMPLICATIONS: \$500-1500**

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5.

**Requested by:** Stephanie Rowe, Treasurer

**Subject:** LRCFT budget and financial recommendations:

**Time required for discussion:** 10 minutes

**Type of Consideration:**

- 1st Reading Only

- Second Reading/Action
- 1st Reading/Action/Suspension of the Rules
- Discussion Item – No Actions
- Information Item Only

**DESIRED OUTCOME:** State the motion you want passed (Action Items) or the direction you need from the Executive Board (Discussion Items).

LRCFT budget matters:

- Best practice is for board approval of budget (rather than review as stated in LRCFT policies).
- Annual outside review of LRCFT finances rather than audit. Unnecessary and saves money.
- Best practices should include disclosure of staff vacation accrual.

Treasurer report to board takes place at the *second* meeting of the month (Sept. 20).

**BUDGET IMPLICATIONS: none**

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6.

**Requested by:** Katy Carbary, Kalinda Jones, Veronica Lopez

**Subject:** LRCFT Accessibility Task Force recommendations

**Time required for discussion:** 20 minutes

**Type of Consideration:**

- 1st Reading Only
- Second Reading/Action
- 1st Reading/Action/Suspension of the Rules
- Discussion Item – No Actions
- Information Item Only

**DESIRED OUTCOME:** State the motion you want passed (Action Items) or the direction you need from the Executive Board (Discussion Items).

The LRCFT Accessibility Task force met several times over summer, including one meeting with District administrators and the LRCFT exec. board. The task force has developed a set of recommendations for board approval.

**BUDGET IMPLICATIONS: none**

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7.

**Requested by:** Stephanie Rowe and Michael Henderson

**Subject:** LRCFT per caps paid to AFT/CFT affiliates, and LRCFT membership dues

**Time required for discussion:** 10 minutes

**Type of Consideration:**

- 1st Reading Only
- Second Reading/Action
- 1st Reading/Action/Suspension of the Rules
- Discussion Item – No Actions
- Information Item Only

**DESIRED OUTCOME:** State the motion you want passed (Action Items) or the direction you need from the Executive Board (Discussion Items).

Like all unions, LRCFT charges dues to our members. Over the past decade (except for 2017-2019), the LRCFT board has consistently raised membership dues each academic year until the pandemic in 2020 created a pause. AFT and CFT delegates at the 2022 and 2023 annual conventions voted to raise the per caps cost of union affiliation with our parent organizations AFT/CFT (see livebinder AFT Per Caps doc, LRCFT Dues 2014-2023 doc, and Mike Henderson’s LRCFT dues recommendations doc). Our board needs to consider passing on this per caps cost as a dues adjustment of some amount to the LRCFT membership. The board needs to also consider how much to raise dues. LRCFT needs to commit to adjusting dues because we have not raised dues since 2020, faculty have received an 8% COLA and a 12% Retro, and our per caps affiliation fees have increased. It is time to catch up as an organization.

**BUDGET IMPLICATIONS: TBD**

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8.

**Requested by:** Jason Newman

**Subject:** Use of the chat function in LRCFT board meetings

**Time required for discussion:** 10 minutes

**Type of Consideration:**

- 1st Reading Only
- Second Reading/Action
- 1st Reading/Action/Suspension of the Rules
- Discussion Item – No Actions

Information Item Only

**DESIRED OUTCOME:** State the motion you want passed (Action Items) or the direction you need from the Executive Board (Discussion Items).

In the context of legal and fiduciary concerns regarding the chat function and Robert's Rules in hybrid zoom meetings, we need to discuss appropriate use of chat in our board meetings. Chat should not be used to engage in public debate. We will hear from our attorney, David Conway, to help us with appropriate guidelines.

**BUDGET IMPLICATIONS:** none.

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9.

**Requested by:** Jason Newman

**Subject:** New LRCFT Swag to order?

**Time required for discussion:** 5 mins

**Type of Consideration:**

- 1st Reading Only
- Second Reading/Action
- 1st Reading/Action/Suspension of the Rules
- Discussion Item – No Actions
- Information Item Only

**DESIRED OUTCOME:** State the motion you want passed (Action Items) or the direction you need from the Executive Board (Discussion Items).

Our LRCFT swag needs to be replenished. LRCFT is reaching out to more members and nonmembers in person on our campuses and in our communities daily. We have a good supply of green grocery bags and pens, and a few remaining buttons and Chavez/MLK magnets. But that's it.

Robyn Waxman is currently creating a new general LRCFT adhesive sticker with our logo to affix. We can also contract with our print vendor to turn the adhesive sticker into a magnet. Robyn also recently designed a LRCFT member sticker for use by the campuses.

The proposal is to purchase 500 first aid kits with union logo for \$875. And 100 (\$873) or 200 (\$1518.00) aluminum water bottles with union logo. And 500 pocket sized jotter notepad with pen for \$725. Our new LRCFT logo sticker can be affixed to the notepad.

In preparation for MLK and Cesar Chavez marches 2024, we should purchase another round of magnets with separate MLK/LRCFT and Chavez/LRCFT images as we have done in the past. The cost for 500 Chavez magnets and 500 MLK magnets is \$890.00.

**BUDGET IMPLICATIONS: see above. Allocation comes from membership outreach budget.**

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**10.**

**Requested by:** James Telles

**Subject:** LRCFT Stewards network roll out

**Time required for discussion:** 10 minutes

**Type of Consideration:**

- 1st Reading Only
- Second Reading/Action
- 1st Reading/Action/Suspension of the Rules
- Discussion Item – No Actions
- Information Item Only

**DESIRED OUTCOME:** State the motion you want passed (Action Items) or the direction you need from the Executive Board (Discussion Items).

Discussion of the LRCFT Stewards Network roll out this semester. See doc for background information/previous board meeting discussion:

<https://docs.google.com/document/d/1AcmaIDCw5HrWMb39MH1Z-atKz2-Vw8rinAuLcUhDzmg/edit?usp=sharing>

**BUDGET IMPLICATIONS: none**

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**11.**

**Requested by:** Jason Newman

**Subject:** LRCFT Membership campaign 2023-2024: campus reports

**Time required for discussion:** 20 minutes

**Type of Consideration:**

- 1st Reading Only
- Second Reading/Action
- 1st Reading/Action/Suspension of the Rules
- Discussion Item – No Actions
- Information Item Only

**DESIRED OUTCOME:** State the motion you want passed (Action Items) or the direction you need from the Executive Board (Discussion Items).

Now that we have signed another strong contract, we should activate a membership campaign for the academic year to sign up as many new members as possible. We are updating the membership form on the LRCFT website to reflect the new dues amount based on board decision. We will also receive our latest bargaining unit report that lists all LRCFT members from the district in late September. Let's discuss collectively how to best approach a membership campaign. Each campus team should create a workable plan to increase membership from their campus. Campus teams will update on progress to date.

**BUDGET IMPLICATIONS:** none

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**12.**

**Requested by:** Jason Newman

**Subject:** Communicating with Membership: The LRCFT *Union News*

**Time required for discussion:** 10 mins

**Type of Consideration:**

- 1st Reading Only
- Second Reading/Action
- 1st Reading/Action/Suspension of the Rules
- Discussion Item – No Actions
- Information Item Only

**DESIRED OUTCOME:** State the motion you want passed (Action Items) or the direction you need from the Executive Board (Discussion Items).

We need to improve our communications with faculty. We need to activate our defunct *Union News*. One option is to hire a consultant to interview LRCFT membership and write articles for our *Union News*. LRCFT President and other board members would also contribute articles to each publication. Robyn Waxman, LRCFT graphic designer, would produce the graphics/lay-out.

**BUDGET IMPLICATIONS:** Consultant Steve Weingarten charges \$6,500 per semester for one edition of *Union News*. He has extensive experience producing newsletters and other communications material for other unions, including CTA and CFT. Robyn Waxman, LRCFT graphic designer, would produce the lay out of the edition. He would interview board members, take photographs, and write articles. Board members and other faculty can also write articles. Allocation comes from membership outreach budget.

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**13.**

**Requested by:** Jason Newman

**Subject:** LRCFT Exec. Board Policies Revisions: *Governance*

**Time required for discussion:** 5 minutes

**Type of Consideration:**

- 1st Reading Only
- Second Reading/Action
- 1st Reading/Action/Suspension of the Rules
- Discussion Item – No Actions
- Information Item Only

**DESIRED OUTCOME:** State the motion you want passed (Action Items) or the direction you need from the Executive Board (Discussion Items).

Discuss on-going board revisions to our existing constitution, policies, and by laws. Revising our constitution by the board, however, requires an at large LRCFT membership vote to ratify any changes. Let us begin the process of revamping our policies and by laws, taking one section at a time. Last Semester we discussed and accepted changes to the Dispute Resolution section of the policies. At our next meeting, let's examine another section, "Governance."

**BUDGET IMPLICATIONS:** none

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