

# Union Committee/PFF Representation List

September 2011 (for 2011-12) approved 9/14/11

Committee	Days	Times	Representation	e-board approval date
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Committees/PFF Reps				
E-board for 11-12 2 <sup>nd</sup> W → 430-530	2 <sup>nd</sup> W	430-530 p.m.		
Lead Grievance Officer (40%)			Colleen Bixler	5/18/11
Accreditation	2nd Thurs	2:00 – 3:00 AA – 109	Shayla Sivert	9/14/11
ATC (3)	2nd & 4th Thurs	2:00 – 3:30	Kelly Falcone <b>2 VACANT</b>	9/14/11
Benefits (4)	1 <sup>st</sup> & 3rd Wed.	3:00 – 5:00	Teresa Laughlin, Perry Snyder Christina Moore, Colleen Bixler	9/14/11
Budget (3) (2 co-pres + 1)	2nd and 4th Tuesday	2-330	Perry Snyder, Teresa Laughlin, Shayla Sivert	9/14/11
Calendar Committee (3)			Daniel Clegg, Julie Robinson, & Karen Donovan	9/14/11
EEO Committee (1)	??		<b>VACANT</b>	
F&ASPC (1)	1st & 3rd Thursdays	2:00 – 3:30	<b>VACANT</b>	
FSAR Committee (1) (Faculty Service Area Review)	As needed; find time		Colleen Bixler	9/14/11
Government Affairs Committee (1)	2nd Thursdays at 2:00 and as needed		<b>VACANT</b>	

HRSPC	1st and 3rd Tuesdays	4:00-5:00	Sande Andre	9/14/11
Policies & Procedures (2)	3rd Friday	9:00 – 12:00	Shayla Sivert, Perry Snyder	9/14/11
PC3H (3)	tba		Madelyn Byrne, Michael Mufson, Christina Moore	9/14/11
Safety & Security Committee (1)	1st Wednesday of each month, 1:00 p.m.		Shayla Sivert	9/14/11
SPC (2)	Every Tuesday (except 2nd week) 2:00-5:00 p.m.	2:00 – 5:00	Shayla Sivert & Teresa Laughlin	9/14/11
SSPC (1)	2nd & 4th Wednesdays	9:30 – 11:00	Shayla Sivert	9/14/11
TERB (2)	Mondays	3:30 – 4:30	Perry Snyder, Sande Andre	9/14/11
EAC (Evaluation Appeals Committee) (1 + alternate) (Article 17.7.3)	As needed		<b>2 VACANT</b>	

### PFF

Communications			Michael Mufson, Perry Snyder, Shayla Sivert	9/14/11
Constitution/Bylaws			Perry Snyder, Shayla Sivert, Andy Potts	9/14/11
Joint Council	2011: 1 <sup>st</sup> Wed 5-6; 3 <sup>rd</sup> Tues 4-5		Shayla Sivert, Perry Snyder, Colleen Bixler (Monika Brannick, Barb Kelber)	9/14/11
Negotiations	As needed		Teresa Laughlin, Shayla Sivert, Perry Snyder, Andy Potts, Christina Moore, Matthew Estes, Bill Jahnel (to be approved) (alternates: Colleen Bixler, Shannon Lienhart, Roger Morrisette)	9/14/11
Negotiations Council	W	3-4 p.m.	Teresa Laughlin*	9/14/11
PT Council			Perry Snyder*, Andy Potts, Jim Wieme, Christina Moore	9/14/11
Meeting w/President Deegan			Shayla Sivert	9/14/11

### Committees w/PFF Members (not PFF Reps)

Committee	Date	Time	Member	Start of Term
Committee on Committees			Teresa Laughlin	
COPE			VACANT (Chair), Daniel Finkenthal (Treasurer)	F11
Governing Board Agenda Review Meetings	1st Wednesday	4:00 – 5:00	Shayla Sivert	9/14/11
Governing Board Meetings	2nd Tuesday	5:00 – 7:00	Shayla Sivert	9/14/11
IPC	2nd & 4th Wednesdays	2:30 – 4:00	Rocco Versaci (11-13); Michael Mufson (10-12?)	
Learning Outcomes Council	1st and 4th Thursdays; Steering Committee: once monthly, as arranged	2-3:30	Michael Mufson	
Personnel Standards & Practices	As needed		Colleen Bixler (10-12), Teresa Laughlin (09-11)	
Workforce Taskforce	1st & 3rd Mon	9:30	VACANT	
75/25 Task Force	2 <sup>nd</sup> Wed	9-1030	Perry Snyder, Shayla Sivert**	

Jackie: Faculty Senate, Learning Outcomes Steering Committee, Digital Information Literacy Committee (chair -- subcommittee of the Curriculum Committee), PC3H (09-11)

Perry: Faculty Senate, Policies & Procedures\*, TERB\*, Part-time Council, Communications, Constitution

Andy: Part-time Council, Constitution, Negotiations

Jim: Part-time Council, Constitution

Shayla: SPC, SSPC, Budget, Policies & Procedures, Accreditation, Safety & Security, Communications, Constitution

Michael: LOC, IPC, PC3H (09-11), Communications

Colleen: Personnel Standards and Practices (10-12), Benefits\*, Negotiations, FSAR

Teresa: SPC\*, Budget\*, Faculty Senate, Benefits\*, Committee on Committees, Personnel Standards & Practices Committee (chair, 09-11), Negotiations Council

Matthew Estes: Negotiations

Bill Jahnel: Negotiations

Joe Pistone webmaster 9/14/11

## **PFF Motions (excluding motions to approve minutes or to move in and out of executive committee and executive session)**

**May 18, 2011**

### **MSC (Mufson, Moore)**

Motion to approve restructuring of the collection of dues at 1.2% with a cap of \$1000/year to be revisited within the year

Executive Board Members Vote: 7 Aye, 1 Nay

Roll call vote called for by Perry Snyder.

Perry Snyder -- nay

Jackie Martin -- aye

Michael Mufson -- aye

Christina Moore -- aye

Andy Potts -- aye

Colleen Bixler -- aye

Sandra Andre -- aye

Jim Wieme -- aye

With 7 Ayes, the chair declared motion passed.

### **MSC (Potts, Mufson)**

Motion to approve Colleen Bixler as Lead Grievance Officer for term August 2011- May 2013

The Members present Voted unanimously

Executive Board Members Vote: 8 Aye votes

### **MSC (Mufson/Snyder)**

Motion to approve payment for 10 hrs each for Teresa Laughlin (Lead Negotiator) and Shayla Sivert (FT Co-President) at non-instructional hourly rate for work on Apprenticeship Contract this summer

Executive Board Members Vote: 8 Aye votes

**MSC (Mufson/Snyder)**

Motion to approve payment for 10 hours for Shannon Lienhart (Lead Grievance Officer) at non-instructional hourly rate for grievance work taking place between now and August 2011

Executive Board Members Vote: 8 Aye votes

**May 11, 2011**

**MSC Snyder/Bixler**

Motion to approve Michael Mufson as Executive Board member at-large for term May 2010- May 2012

The Members present Voted unanimously

Executive Board Members Vote: 6 Aye votes

**MSC Snyder/Bixler**

Motion to clarify per diem and travel expenses. Covered business expenses can include 1 day of travel for lengthy trips in duration of 3 days or more, airfare, baggage fees, conference fees, internet service, parking fees, mileage to and from airport, taxis to and from airport, hotel per diem, meal per diem, hotel taxes and fees

The Members present Voted unanimously

Executive Board Members Vote: 6 Aye votes

**April 27, 2011**

**HRSPC COMMITTEE APPOINTEE APPROVAL**

**MSC Mufson/Moore**

Motion to approve Sandra Andre as the PFF representative to the HRSPC committee, pending her resignation as the representative for the Faculty Senate

The Members present Voted unanimously

Executive Board Members Vote: Aye

**April 6, 2011**

None.

**March 9, 2011**

None.

**February 23, 2011**

**NO SMOKING/NO TOBACCO POLICY**

**MSC Moore/Potts**

Whereas second hand smoke causes premature death in children and adults that do not smoke;

Whereas the scientific evidence shows that there is no safe level of second hand smoke;  
Whereas Article 13 of the current PFF contract states the District shall not require any faculty member to be in place of employment which is not safe;  
Therefore, be it resolved that the Executive Board supports creating a smoke and tobacco free campus at Palomar College.

The Members present Voted unanimously  
Executive Board Members Vote: 6 Ayes

#### **NEGOTIATIONS TEAM APPOINTEE APPROVAL**

##### **MSC Mufson/Martin**

Motion to approve Christina Moore as an alternate on the Negotiations Team  
The Members present Voted unanimously

Executive Board Members Vote: Aye

#### **NEGOTIATIONS TEAM STIPEND**

##### **MSC Mufson/Potts**

Motion to approve a Negotiations Team stipend to any non-eboard member in the amount of \$500.00 per semester

The Members present Voted unanimously

Executive Board Members Vote: Aye

#### **BENEFITS COMMITTEE APPOINTEE APPROVAL**

##### **MSC Snyder/Martin**

Motion to approve Christina Moore on the Benefits Committee  
The Members present Voted unanimously

Executive Board Members Vote: Aye

### **February 9, 2011**

#### **CFT TRAVEL EXPENSE APPROVAL**

##### **MSC Snyder/Mufson**

Motion to approve on a per diem basis, 10 delegates to attend the CFT Convention in Manhattan Beach, CA on March 18-20, 2011

The Members present Voted unanimously  
Executive Board Members Vote: Aye

#### **LABOR COUNCIL AWARDS DINNER**

##### **MSC Snyder/Bixler**

Motion to approve the purchase of a table at the 23<sup>rd</sup> Annual Labor Council Awards Dinner  
The Members present Voted unanimously

Executive Board Members Vote: Aye

### **SERVICE ACKNOWLEDGEMENT**

#### **MC Snyder**

Motion to approve the purchase of a service acknowledgement for MaryAnn Drinan

The Members present Voted unanimously

Executive Board Members Vote: Aye

### **NEGOTIATIONS TEAM APPOINTEE APPROVAL**

#### **MC Mufson**

Motion to approve Matt Estes on the Negotiations Team, with Colleen Bixler, Shannon Lienhart, and Roger Morrissette as alternates

The Members present Voted unanimously

Executive Board Members Vote: Aye

### **TRAVEL APPROVAL**

#### **MSC Mufson/Snyder**

Motion to approve daily per diem and airfare for Shayla Sivert, Teresa Laughlin, and Christina Moore to attend the Collective Bargaining Conference in NY, on April 10-12, 2011 to include 1-day travel

The Members present Voted unanimously

Executive Board Members Vote: Aye

## **January 26, 2011**

**DUES RESTRUCTURE (This motion was invalidated; the matter was finally approved in May 2011 after a month-long notice to the membership.)**

#### **MSC Mufson/Martin**

Motion to approve the implementation of union dues calculated at 1.2% of gross pay for all faculty

The Members present Voted unanimously

Executive Board Members Vote: Aye

### **SERVICE PLAQUE**

#### **MSC Snyder/Bixler**

Motion to approve the purchase of a plaque for Dave Forsyth

The Members present Voted unanimously

Executive Board Members Vote: Aye

### **FACULTY FORUM REFRESHMENTS**

#### **MSC Moore/Snyder**

Motion to approve \$100 for the purchase of refreshments for the all Faculty Forum

The Members present Voted unanimously

Executive Board Members Vote: Aye

**CFT LEADERSHIP CONFERENCE ATTENDEE APPROVAL**

**MSC Mufson/Bixler**

Motion to approve two members to attend the CFT Leadership Conference  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

**LEGAL FEES**

**MSC Moore/Snyder**

Motion to approve the 2011 legal fees as outlined by Jeff Boxer  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

**ELECTION BUDGET**

**December 8, 2010**

MSC Faulkner/Mufson

Motion to approve the election budget in the amount of \$2500.00  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

**November 10, 2010**

None.

**October 27, 2010**

None.

**October 13, 2011**

**TERB ONLINE COURSE EVALUATION FORM APPROVAL**

**MSC Weldele/Moore**

Motion to approve the Online Course Evaluation Form as presented by Barb Kelber  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

**September 22, 2010**

**APPROVAL OF THE PFF BUDGET**

MSC Weldele/Potts

Motion to approve the proposed PFF budget for 2010/2011  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

**PC3H COMMITTEE APPOINTEE**

MSC Weldele/Mufson

Motion to approve Abbie Cory to the PC3H Committee

The Members present Voted unanimously  
Executive Board Members Vote: Aye

#### **PC3H COMMITTEE APPOINTEE**

##### **MSC Mufson/Weldele**

Motion to approve Madeline Byrne to the PC3H Committee

The Members present Voted unanimously  
Executive Board Members Vote: Aye

#### **EBOARD APPOINTEE**

##### **MSC Mufson/Snyder**

Motion to approve Christine Moore as the Part-time Executive Board Member at-Large

The Members present Voted unanimously  
Executive Board Members Vote: Aye

#### **CONSTITUTION REVISIONS**

##### **MSC Snyder/Mufson**

Motion to approve a \$500.00 stipend for Johnny Gonzales to oversee the completion of revisions to the PFF Constitution

The Members present Voted unanimously  
Executive Board Members Vote: Aye

### **September 8, 2010**

#### **TERB -- EVALUATION KIT**

##### **MSC Faulkner/Mufson**

Motion to approve the District's one year purchase of Evaluation Kit for \$995.00, as described by Barb Kelber.

The Members present Voted unanimously  
Executive Board Members Vote: Aye

#### **HRSPC COMMITTEE APPOINTMENT**

##### **MC Snyder**

Motion to approve Molly Faulkner to HRSPC

The Members present Voted unanimously  
Executive Board Members Vote: Aye

#### **BENEFITS COMMITTEE APPOINTMENT**

##### **MC Snyder**

Motion to approve Colleen Weldele to the Benefits Committee

The Members present Voted unanimously  
Executive Board Members Vote: Aye

#### **NEGOTIATIONS TEAM APPOINTMENT**

##### **MC Snyder**

Motion to approve Andy Potts to the Negotiations Team  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

#### **SUMMER STIPEND**

##### **MC Mufson/Faulkner**

Motion to approve a \$1000.00 Summer stipend, retroactive to Summer 2010, to the PFF Treasurer, Jackie Martin-Klement  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

**July 28, 2010**

#### **TERB CHANGES**

##### **MSC Snyder/Mufson**

Motion to approve the changes to the Peer Evaluation Report, the Tenure Evaluation Form, and the Standards of Performance for Teaching Faculty  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

#### **GRIEVANCE OFFICER APPOINTEES**

##### **MSC Snyder/Mufson**

Motion to approve Shannon Lienhart as the primary Lead Grievance Officer and Molly Faulkner as secondary Grievance Officer  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

#### **GRIEVANCE OFFICER RELEASE TIME**

##### **MSC Snyder/Mufson**

Motion to approve Shannon Lienhart for 30% release time as Lead Grievance Officer, and Molly Faulkner for 10% release time as secondary Grievance Officer  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

#### **SUMMER STIPEND FEE**

##### **MSC Snyder/Weldele**

Motion to approve a Summer stipend for Molly Faulkner in the amount of \$1000.  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

#### **PROJECT FEE APPROVAL**

##### **MSC Snyder/Mufson**

Motion to approve a \$1500 project fee to Jeff Boxer for Constitution rewrites

The Members present Voted unanimously  
Executive Board Members Vote: Aye

#### **HOTEL EXPENSE APPROVAL**

##### **MSC Mufson/Snyder**

Motion to approve hotel expenses in the amount of \$261.90 for Jeff Boxer  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

**June 23, 2010**

#### **CREATION OF EXECUTIVE COMMITTEE**

##### **MSC Snyder/Faulkner**

Motion to create a standing Executive Committee to be chaired by the two co-Presidents and populated by the members of the Executive Board, said committee being free to operate as a committee and not compelled to operate with Robert's Rules, as the Board itself is compelled.  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

#### **PUBLIC INFORMATION**

##### **MSC Faulkner/Snyder**

Motion to support Shayla Sivert requesting public information as a non-PFF representative  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

#### **GRIEVANCE OFFICER APPROVAL**

##### **MC Snyder**

Motion to approve Molly Faulkner as the Lead Grievance Officer  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

#### **BENEFITS COMMITTEE APPOINTEES**

##### **MSC Snyder/Faulkner**

Motion to approve, as PFF representatives, Dave Forsyth, Teresa Laughlin, Andrea Bell and Sherry Gordon to the Benefits Committee  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

#### **NEGOTIATIONS COMMITTEE CHAIR**

##### **MSC Snyder/Faulkner**

Motion to approve Teresa Laughlin to be the Chair of the Negotiations Committee  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

## **CONSTITUTION COMMITTEE APPOINTEES**

### **MC Snyder**

Motion to approve Joe Pistone, Johnny Gonzales, and Molly Faulkner, to the Constitution Committee  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

## **APPROVAL OF COSTS FOR PLENARY**

### **MC Faulkner**

Motion to approve \$1500.00 for plenary expenses  
The Members present Voted unanimously  
Executive Board Members Vote: Aye  
The giveaway item has not been decided at this time.

## **APPROVAL OF SUMMER STIPENDS**

### **MSC Faulkner/Snyder**

Motion to approve a \$100.00 stipend per meeting for the attendance of those Executive Board members not already receiving a summer stipend at summer meetings/retreats  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

**June 2, 2011**

## **NEGOTIATIONS TEAM**

### **MSC Mufson/Sivert**

Motion to approve Perry Snyder and Shayla Sivert to the Negotiations Team  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

## **COMMITTEE APPOINTMENTS & RATIFICATIONS**

### **MSC Mufson/Potts**

Motion to approve Teresa Laughlin as a PFF representative to the Benefits Committee  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

## **CONSIDERATION OF ENDORSEMENTS/SPONSORED**

### **MSC Mufson/Sivert**

Motion to disapprove the endorsement of program offered by Union Bank  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

**May 13, 2010**

## **NEGOTIATIONS ADVISORY COMMITTEE**

### **MSC Mufson/Faulkner**

Motion to approve the formation of the Negotiations Advisory Committee  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

**BENEFITS COMMITTEE APPOINTEES**

**MSC Snyder/Faulkner**

Motion to approve Judy Dolan and Dave Forsyth to the Benefits Committee  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

**APPRENTICESHIP ULP WITHDRAWAL**

**MSC Mufson/Faulkner**

Motion to withdraw the ULP filed on behalf of the apprenticeship instructors  
The Members present Voted unanimously  
Executive Board Members Vote: Aye

**(Perry Snyder/Shayla Sivert + installation of new e-board members)**