

**Representative Council Meeting Date**: **Wednesday, October 20, 2021**

**ZOOM – 4:00 pm**

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| **Officers**  Dave Ryba, President  Mariano Rubio, Vice President  Stephanie Yee, Secretary  Gerhard Peters, Treasurer | **Included on Executive Board**  Noemi Barajas, At-Large Representative  Senya Lubisich, At-Large Representative  Paul Swatzel, At-Large Representative    *Other Leadership*  Dave Brown – Bargaining Chair  John Fincher – Senate Liaison  Terry Miles – Past President |
| **Representatives**    Mathematics/Business ( ) Ralph Tippins  ( ) Jesus Gutierrez  Health Sciences ( ) Vacant    Career/Technical ( ) Gregory Lipp    Student Services ( ) Rafael Herrera  ( ) Elizabeth Cook  Visual & Performing ( ) Cherie Brown  Arts | **Representatives**    Kinesiology ( ) Andrew Wheeler    Language Arts ( ) Anna McGarry  ( ) Elisabeth Garate    Physical Sciences ( ) Denise Kaisler  Social/Behavioral ( ) Gailynn White  Sciences ( ) Shelly Hahn    Negotiations Team ( ) Dave Brown ( ) Stephanie Yee  Members ( ) Senya Lubisich |
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**CCFA Rep Council Agenda – 20 October 2021**

1. **Call to Order- Dave Ryba**

1. **Approval of the Minutes from Sept 15, 2021 - Dave Ryba**

1. **Officer Reports** 
   1. **President’s Report – Dave Ryba**
      1. CCA mtgs
         1. Attendees
         2. Winter… San Diego, not virtual
      2. Rep Council
         1. Duties
         2. Department meetings
      3. Enrollment
         1. Survey of students
         2. Depressed enrollment, mitigated by changes in FTES calculations
         3. Comments about “re-opening” in Spring.
   2. **Vice-President’s Report – Mariano Rubio**
   3. **Secretary’s Report – Stephanie Yee**
   4. **Treasurer’s Report – Gerhard Peters**
      1. Written report
      2. Audit team (Peters, Swatzel, \_\_\_\_\_\_\_\_)
   5. **At Large Reports –**

**IV Cabinet Reports**

1. **Bargaining Chair Report – Dave Brown**
2. **Senate Liaison – John Fincher**
3. **Standing Committee Reports**

3. Political Action Committee – Gerhard Peters/John Fincher

a. BOT. Rassmussen & Ortell

4. Benefits Committee– Terry Miles

5. Communications Committee - Stephanie Yee

6. Membership Engagement Committee-

7. Budget Committee-Gerhard Peters

1. **Information Items**
2. **Action Items**

**VI. POLICY-MAKING BODY**

A. The policy-making body of the Association shall be a Representative Council. The

Representative Council, comprised of Active members of the Association, derives its

powers from and shall be responsible to the Active membership.

B. The Representative Council shall be composed of the following Active members:

1. Members of the Executive Board;

2. Representatives elected on the basis of one-person one-vote;

3. Three area representatives elected on the basis of one-person one-vote

C. The Representative Council shall:

Establish Association policies and objectives;

1. Adopt the annual budget of the Association on or before the first meeting of the

School year;

1. Approve the establishment or discontinuance of committees recommended by the

Executive Board; and

3. Establish the dues of the Association.

D. The Representative Council shall schedule meetings monthly during the school year.

The number, place and time of meetings to be decided by the Executive Board.

E. Special meetings of the Representative Council may be called by the President, the

Executive Board, or by the petition of twenty percent (20%) of the Active membership.

F. Special meetings of the Representative Council shall be called for a specific purpose

and no business other than that for which the meeting is called may be transacted.

G. Notices and agendas for all meetings of the Representative Council shall be sent to all

members of the Representative Council at least two (2) days prior to the date of the

meeting.

H. For emergency meetings of the Representative Council during crisis situations, the

Executive Board shall adopt procedures to notify representatives of meeting dates,

places, and times.

I. Representative Council meetings may be held in an electronic format, such as a webinar

only for the purpose of dispensing information to members, provided that all bargaining

unit members are invited to be a part of the webinar with the ability to ask questions and

hear all responses. Voting on action items during a webinar is strictly prohibited.

J. A quorum for all meetings of the Representative Council shall consist of a majority of all

voting members of the Representative Council.

**VII. REPRESENTATIVES**

A. Representatives shall be elected by and from the Active membership for each faculty

group. Such election shall be by open nominations and by secret ballot.

B. Representatives shall serve a term of 2 years.

C. Each faculty unit shall be entitled to at least one representative and shall have one

representative for each 15 Active members on the faculty, or major fraction thereof.

D. Active members who are not represented through an individual faculty group shall be

counted as a special faculty group entitled to the same representation on the

Representative Council as individual school faculty groups.

E. Vacancies: Vacancies in the office of Representative for whatever cause may be filled

by properly elected replacements.

F. Representatives shall:

1. Conduct constant and ongoing liaison between the Representative Council and the

Active members of the faculty unit;

1. Serve as the official channel through which written communications and publications

can be easily and quickly transmitted between the Association and the members;

1. Represent the views and input of the Active membership in votes taken in the

Representative Council, conducting frequent and regular polls of such membership

for this purpose; and

1. Perform such additional duties as prescribed by the Executive Board.

G. A Representative shall not conduct an election in which he/she is a candidate.