FACTC Winter 2022 Meeting #2

**Zoom, February 3, 2022, 1:00-3:00 pm**

FACTC members present: **Anne Brackett, Aaron Leavitt, Amy Kinsel, Ester Sunde, Franklin Hsu, Jason Nix, Sam Alkhalili, Rick Geist, Jody Peterson, Tiffane Maule, Tanya Knight, Sangeeta Sangha, Lauren Zavrel, Karen Halpern, Jim Drinkwine, Elizabeth Harazim, Andi Zamora, David Holliway, Claudine Richardson (SBCTC)**

Minutes recorded by Anne Brackett, David Holliway, and Amy Kinsel

# Officer Reports

## Vice President

## Secretary

## Treasurer

[Treasurer’s Report](https://docs.google.com/document/d/1YoM8Dt7NDrlMQPWM5wXgZLPXIvqhGS1p/edit?usp=sharing&ouid=108913475106019863862&rtpof=true&sd=true)

## President

Our website facilitator Oussama Alkhalili (Sam) recommends that we change website hosts. Our current host (HostPapa) is overpriced for our simple website. Discussion ensued about what we might want in a website host and possible options. A voting poll was sent out via email to all FACTC reps for a vote on switching to the HostGator Business plan before the end of February.

# Bylaws Update Discussion

FACTC reps chose a breakout room according to the bylaws update they wished to discuss. Topics included: adding a Corrections Education Representative to FACTC in Article 3, adding a Communications Officer whose duties would include website oversight in Article 5, updating the bylaws with the longstanding officer stipends in Article 5. A discussion of the FACTC listserv and possible moderator guidelines took place in the main zoom room after groups finished.

## Add Communication Specialist to FACTC Bylaws:

The subgroup recommended a bylaws revision.

Moved and seconded to bring a bylaws change to the Spring FACTC meeting to add a Communication Specialist as a fifth FACTC officer:

Article V of the FACTC Bylaws to be amended as follows:

There shall be five officers of FACTC: President, Vice President, Secretary, Treasurer, and Communication Specialist.

5. Communication Specialist shall

 a. maintain FACTC website

 b. moderate FACTC listserv

 c. manage social media

 d. assume other duties the membership designates

14 yes, 0 no

The FACTC membership will be informed of this recommendation via disbursement of these meeting minutes. The spring FACTC meeting will include a vote on this amendment to finalize the change to the bylaws.

## Listserv Moderator Guidelines

* Should this be an open or closed listserv?
	+ Open; we can still use a group FACTC email of just the reps for FACTC business
* Who can sign up?
	+ Anyone who is interested, but hopefully faculty
	+ Listserv is possible space for more actively promoting/discussing issues of importance to faculty
* State guidelines for acceptable listserv language and content
* Who gets to approve posts?
* What does FACTC want the space to be?

Discussion tabled until spring meeting.

## FACTC Corrections representative:

* group proposed one or two corrections education representative(s)
* rationale for multiple representatives was the distribution of corrections faculty across the state at different types of corrections facilities (e.g., eastern and western part of the state)
* FACTC VP would contact colleges to recruit representatives
* As corrections ed faculty are also employees of a college, no additional dues would be assessed.

Discussion ensued around 1 vs 2 representatives. The current model is 1 rep per campus, however corrections ed folks serve all over the state. There are (per email from Lauren Zavrel) approximately 220 corrections ed faculty in WA state. Discussion tabled until spring.

## Officer Stipend

* Recommend that the stipend be included in the bylaws
* Be paid at the end of Spring quarter
* Pro-rated if the office cannot complete their term of office
* Amount of stipend still to be determined

Questions:

How are FACTC dues calculated? It’s a flat fee for each college.

What is our income?

What else do we use our budget for?

* Host reception at ATL conference each year
* Pay for refreshments at meeting (continental breakfast at meetings)
* Some colleges charge for use of facilities
* Website
* Legislative reception

Not ready with the bylaws proposal yet. Discussion to be continued at the Spring meeting.

# Spring quarter meetings will be from 3-5pm April 28 and May 4 in zoom.