



Council of Representatives Meeting

Adopted Minutes

Table with 3 columns and 8 rows listing various departments and their representatives, such as Fine Arts, Biological Sciences, Student Development, etc.

April 25, 2019, 3-5 p.m.
Room 3134 with Polycom to N3213

- 1. Approval of agenda
Motion to approve made by Stacy Kimmey and seconded by Susan Gossard; motion approved unanimously.
2. Approval of minutes
Motion to approve the minutes from the Feb. 28, 2019 minutes (with correction of date from 2018 to 2019); motion made by Nancy Steinmaus and seconded by Mark Weber. Motion approved unanimously.
3. Questions regarding substitutes and proctors: When a faculty member will be missing a class, is it the faculty member's responsibility by contract or Education Code to identify and secure a substitute if one is needed? Also, if the faculty member only needs a test proctored on that day, does the contract or Education Code require the substitute to have minimum qualifications for that course? (Rubin)

Both Sections 88355 and 87356 say that classroom substitutes have to meet minimum qualifications. It does not make an exception for administering a test. A proctor outside of the classroom setting does not have to meet minimum qualifications.

This is a problem in the North County where subs that meet minimum qualifications are in short supply.

Each area has a different way of handling getting a sub. A procedure for this is not specifically mentioned in the contract.

4. Information on officer elections. (Hoffman)

The only candidate for CCFT president was Debra Stakes and the only candidate for Secretary was Julie Hoffman. In this case, the council can elect the officers by acclamation.

Motion to elect Debra Stakes for CCFT President and Julie Hoffman for CCFT Secretary made by G. Baxley and seconded by M. Weber. Motion approved unanimously.

It was noted that the term for Vice President ends after Spring 2020 and our current V.P. is not planning to run again.

5. Should the Council shorten the required nomination period? (Hoffman)

Motion to recommend to EB to change the constitution to reduce the nomination period to two weeks. Motion made by J. Hoffman, seconded by D. Stakes. Motion approved unanimously.

6. April saw our first fully online ratification vote. Does the CoR endorse the use of this software for non-officer election votes? (Stakes)

Motion: to recommend to the elections committee the use of Opavote again for non-officer elections. Motion made by R. Finger, seconded by G. Baxley. Motion approved unanimously.

7. Revision of the constitution to prevent members of the CoR from serving on the election committee. (Stakes)

Motion: to recommend that the EB request the elections committee hold an electronic vote on the following constitution language revision. Motion made by D. Stakes, seconded by J. Pfeiffer. Motion approved unanimously.

Article IX, Section 2

b. The Elections Committee shall consist of three CCFT members in good standing and who are not members of the Executive Board or the Council of Representatives. The Elections Committee members shall be elected by a majority vote of the Council of Representatives. The Elections Committee shall elect its own chairperson, who shall report to the chairperson(s) of the Council of Representatives and to the Secretary.

c. Any member of the Elections Committee seeking an elected CCFT position (except for a position on the Council of Representatives that is not a liaison position to the Executive Board) must vacate their position on the Elections Committee and be replaced by a vote of the Council of Representatives.

Article IX, Section 4

To be nominated for a position on the Elections Committee, a candidate must be a CCFT member in good standing and shall not be a member of the Council of Representatives or the Executive Board or seeking an elected CCFT position. Such a nominee shall accept the nomination before his/her name is placed on the ballot.

Article X Amendments

Section 1. Proposed Amendments

a. Twenty percent (20%) of the total CCFT membership, sixty percent (60%) of the total Council of Representatives, or sixty percent (60%) of the total Executive Board may present, by signed petition, a proposed amendment(s) to this Constitution to the Secretary, who shall notify the membership within 72 hours of receipt of the proposed amendment(s). Discussion of the proposed amendment(s) will be scheduled for the next membership, Council of Representatives, and Executive Board meetings.

Proposed amendment: Amend Article IX Section 4 not to allow members of the election committee to also be members of the council, but not acting as liaisons to the Executive Board as follows:

Article IX, Section 4

To be nominated for a position on the Elections Committee, a candidate must be a CCFT member in good standing and shall not be a member of the Council of Representatives or the Executive Board (including liaisons from the Council to the Executive Board, or seeking an elected CCFT position). Such a nominee shall accept the nomination before his/her name is placed on the ballot.

8. Modified travel reimbursement policy will not go into effect until the Board votes on it. (Baxley)

This was approved by faculty via on-line election. The District intends to implement this beginning July 1, 2019.

9. Revisions to AP3720, computer use policy (please see attachments). (Finger)

Debra has been waiting to hear about response from the District. HR approved some of our desired language but not all. The language that they did not include we can try to work into Article 3 of the contract.

Concern: The District can't promise that they won't monitor conversations between bargaining unit members. We can request that the Senate stand firm with the changes they approved. CCFT supports the version that the Senate has already approved. This would prevent the District from using (not necessarily reading) emails between bargaining units members.

The incoming senate President, R. Finger and the chief negotiator G. Baxley will work together on this issue to resolve it with the District during 2019-2020.

10. Student Services initiated grade change policy that will go to Academic Senate (Stakes)

Student services presented a revision to the Grade Change Policy AP 4231 to college council that had not yet been vetted with the Academic Senate, so it was pulled from the meeting.

Concern: the proposed language would allow the Vice President of student services to make a grade change for a student if it is shown that the faculty member discriminated against the student. This is an incorrect remedy for a discrimination case. If discrimination or incompetence is shown then the student's work should be reviewed by faculty in the discipline who will then decide if a change of grade is warranted.

11. Grievance update (Patchell and Kimmey)

There are 6 active grievances. In one case, the District found an instructor guilty of mis-using roster information (phone and home address) to recover an instructor's copy of a textbook that the

student didn't return. We are filing a grievance on behalf of the instructor against the District.

In another case an instructor ran into problems using CANVAS to assign students work under the heading of "Quiz." A DSPS student then complained that the instructor didn't allow her the extra time she was intitled to.

12. Treasurer update (Lobo)

We finished paying off some big bills. We are Expecting about 32k in a legal defense fund grant.

13. Reminder: All-Member Meeting on May 9 (time split with CoR meeting). Send agenda items for All-Member Meeting to Debra Stakes.

End of April paystub includes the retro. Payments.

All-Member Meeting: 5/9 Please tell your area faculty to send agenda items to Debra.