



Council of Representatives Meeting

Adopted Minutes

August 27, 2020, 3-5 p.m.

Meeting in Zoom

Join URL: https://cccconfer.zoom.us/j/96785226507

Table with 3 columns and 8 rows listing various departments and their representatives. Columns include Fine Arts, Languages & Communications, Library/Learning Resources, Biological Sciences, Counseling, Kinesiology, Health Sciences & Athletics, Student Development & Success/ESL, Nursing/Allied Health, Performing Arts, Social Sciences, Business Education, DSPS, WEXP/PEDS/PDS, Student Life and Leadership, Applied Behavioral Sciences, Engineering & Technology, Mathematics, Physical Sciences, and English, Non-Voting Members.

- 1. Approval of agenda
Motion to approve the Agenda made by E. Deswart, seconded by G. Baxley. Motion approved unanimously.
2. Approval of minutes
Motion made by H. Tucker, seconded by E. Deswart. Motioned approved, with abstentions from new council members.
3. COVID Update and Issues (Baxley, Tucker, Stakes, and Schicker)
Course offerings, overload restrictions, and other loading and workload issues
Several buildings on campus have been officially closed. Faculty cannot use offices in those buildings for long periods of time. Only brief visits are allowed. This will now be enforced by the District. It is not a policy that CCFT can change. Council members are asked to remind faculty whose offices are in closed buildings of this policy. Contact Mylea Christensen in the Vice President of Instruction's office if faculty have need of space in buildings that are open (currently 3100, 8000, and 2700). Faculty can get specific approval from their chair or dean to be on campus for a specific reason. HEED has 300 students on campus but that building is closed which makes it difficult for faculty and students to have enough open restrooms and have classrooms cleaned between classes. It was requested that the CCFT representatives on the Covid taskforce ask the district for criteria to get facilities in building 1300 open.

The District is buying another 100 home laptop packages for faculty. You can get a second monitor, etc. Jason is unsure about how to distribute those and has asked CCFT to help come up with a plan. Council members are asked to encourage faculty to request equipment through their division chairs.

There is concern that enrollment patterns are different from last year and will probably continue into spring. It is likely that some divisions will shrink and others will expand. Council members are urged to request that faculty in their area support as many students as possible within health and safety protocols. This is necessary to help the budget situation.

Several departments have concerns around ADA compliance issues for on-line materials. Especially in Biology, the discipline pedagogy is very image heavy. The message from the DE training was that all material needs to be ADA compliant but this would confer a heavy workload on faculty. Faculty in the division have also incurred extra expenses for WIFI and other technology upgrades.

The CCFT Covid taskforce members will approach the District to get a standard policy for ADA compliance and will approach CCCUE about getting help from staff members for tasks related to ADA compliance. They will also discuss with the district the possibility of hiring an ADA compliance consultant. The CARES Act does not allow money to be used for ongoing expenses like WIFI, so the council needs to give some guidance to the negotiations team as to how to approach compensation for these types of expenses.

4. COPE--(Stakes)

The CCFT EB and the CCCUE President and Treasurer interviewed both candidates for the Trustee seat for District 5, Brian Kennelly and incumbent Mary Strobridge. CCFT and CCCUE voted to endorse Trustee Strobridge and are collaborating to provide support. Vote Yes on 15. Vote No on 22.

Mail in ballots will come out in October. The EB has endorsed incumbent Mary Strobridge for the BOT District 5 seat. District 5 is North County and a small area around Cal Poly. The EB has also endorsed Dawn Addis who is running against Jordan Cunningham for state assembly. CFT is endorsing a Yes vote for Proposition 15 which is the Schools and Families First initiative. CFT opposes Prop. 22, the App-Based Drivers as Contractor and Labor Policies Initiative, that would permanently make employees contractors. Companies like Uber would then not have to provide health benefits. This erodes worker's rights in all areas of employment.

5. Revised DE Training Options Information (Finger)

The revised DE training options are going to the Senate tomorrow for a first read. For those who only want to teach synchronously for spring there is a 4 hour workshop certification during flex. There is also a two week certification for those who want to teach asynchronously. This is also a temporary certification. The 12 week class was broken into two parts (OIE badge and non-OIE badge). There is also a fast track where you can just submit your course and that can then earn you certification. Refer to the Senate Agenda.

It was discussed that the approval on a second read could be achieved by mid-September. Council members are urged to remind faculty that the contract requires the District to pay for DE training if it is not claimed for Flex.

6. Communications: CCFT Information and Goodies Mailed to Members (Hoffman)

A CCFT newsletter and some goodies have been mailed to the membership.

7. Division concerns?

There is currently a conflict between the bookstore and a publisher and some students are getting caught in the middle. For the same book, some are paying \$100 and others are paying \$39.

Many faculty have had problems with the bookstore putting items on the list to students that are not recommended or required by the instructor.

Lisa Schicker and Brittany Mojo have volunteered to email faculty and ask about other bookstore issues so that Greg Baxley and Heather can bring a list of the issues up with Dan Troy.

It was clarified that the Flexible Attendance/Deadline DSPTS form gives faculty the right to determine the maximum accommodation that can be made.

Feedback from Cynthia Wilshusen indicates that faculty do not have to provide a log of asynchronous office hours. It is up to faculty to ensure they offer the contractually required number of office hours.

It was clarified by the CCFT attorney that it is ok to post recordings of Zoom lectures on-line so long as they are captioned and so long as faculty let students know they are being recorded before starting the recording so they can choose to deactivate their camera. Faculty can make group assignments that required students to record themselves. Remember that Zoom lectures can be closed captioned automatically. It was noted that the District needs to make it clear to students that synchronous learning means live remote learning that requires attendance.

8. Part-time faculty update (Steinmaus)

A PT faculty member was pressured to give up their CANVAS shell to another instructor, and then she was locked out of the course and could not access her own material. She was subsequently given access, but in the future, we need to make sure that original instructors retain access. CCFT saved a job of a part-timer when the district was forced to follow the contract, so Nancy wants part-time faculty to know we are looking out for their interests.

9. Treasurer update (Lobo)

The balance is about 164K. Pass through dues have decreased. The proposed budget for this academic year will come to the council in September. Overall, we are spending less. Last year, CCFT collected about 252k and we paid about 151K to CFT and 1.6K to Central Coast Labor. This year was the smallest year we had for legal expenses.

CFT returned some of the money to keep locals solvent. We also got legal defense fund money back. We get some formula funding money because the EB does some work that the CFT would normally do.

Make sure that if you are a Part-time instructor sitting on the Council that you check that your attendance is correctly recorded in the minutes so that you can get paid for your service at the end of the semester.

10. Grievance update (Patchell)

We got some things resolved during the summer. Nothing going on right now. Make sure that required evaluations get done. This would pertain to tenure track faculty and new part-time faculty. We need guidelines on how to evaluate a correspondence course because they are being offered at the corrections facility. Please try to reach out to faculty in your area if your division doesn't meet regularly. It helps everyone when we keep connected.

Next Council of Representative Meeting: September 24, 2020