



Executive Board

Adopted Minutes

March 21, 2019, 3:00—5:00 pm

Room 3134 and N1007

Debra Stakes, President – P Greg Baxley, Vice President – P Julie Hoffman, VP, Secretary– P
Elizabeth Lobo Treasurer–P Tom Patchell, Grievance Officer –P Stacy Millich, AS President– P
Nancy Steinmaus, P.T. Faculty Committee Chair – P Stacy Kimmey, Grievance Officer – A

1. Approval of Agenda and Minutes (1/17, 2/21, 3/7)

Motion to approve the agenda with the following items added: (9) How to interpret CBA language regarding maximum reassigned time allowed to faculty (10) Discussion regarding time limits on using banked load. Motion made by D. Stake seconded by J. Hoffman. motion approved unanimously.

Motion to approve the minutes for 1/17, 2/21, and 3/7 with amendments. Motion made by G. Baxley, seconded by D. Stakes. Motion approved unanimously.

2. Senate Report-- Stacy Millich

The Senate provided feedback to the District Calendar Committee’s proposal of winter and summer intersessions that would leave no break between regular 18 week semesters. The Senate’s unanimous feedback was that this was not feasible and that we would need a 16 week semester to accommodate such intersessions.

We could not get a good date for the presentation by the statewide academic senate for this spring so they will come to campus in the fall instead.

3. Treasurer report (Elizabeth)

Budget update

Elizabeth sent out the account summary via email (see attached).

Reimbursements from AFT/CFT

Tracking returning retirees has become an issue. Melissa concluded that payroll will provide Elizabeth with a payroll report for all faculty every month.

Revised Membership application

CCFT membership can be ended by either a letter to the treasurer or if employment ends. Section 2.e. of the CCFT constitution means if you retire and then you come back as a part-time faculty member then you should pay dues because this means you are still a member. This has recently changed in practice because of Janus. HR should be taking dues but they haven’t been.

For us to catch everyone Elizabeth needs to see the payroll report for all faculty every month. Melissa has approved this (see above).

Since the constitution is the way we want it we don't need to change the membership form.

We should be receiving the last Hudson report from John Pooley in the mail soon. He has also offered to complete the 990 form for free because of the delay. The EB will discuss hiring him to complete this form in the future since it is so complicated

We have paid off the arbitration as of this week. We still haven't received a bill for staffing from HR.

4. Status of current negotiations (Greg)

TA Article 4—items still to fix

Still TBD

Division Chair election proposal

Greg took the most current draft of the Division Chair Election proposal to the chairs meeting and the chairs were very much in support of it. They liked having a full time person in the same cluster to be division chair for divisions with no full time faculty members. Greg will take it to COR next week for their approval. Deans are also on board because Greg met with them separately.

Motion to endorse the current Division Chair Election Proposal to the COR made by D. stakes, seconded R. Finder. Motion approved.

Proposed edits to Faculty Evaluation forms (Julie)

Julie will give Greg the minor edits to the Faculty evaluation forms. They don't need to be vetted because they aren't substantive changes.

Clarify Evaluation cycle and step increases for Spring FT hires

We need to codify employment anniversary dates so that HR knows when to step people. This will prevent those hired in the spring from having to wait an extra semester to receive their pay step increase.

New—multiple complaints about dental insurance and many dentists moving to out of network

Debra will pass on the dental insurance issue to the Benefits Committee

5. Work of Election committee and oversight

Review constitution changes to eliminate COR Election committee crossover

Online voting underway for per diem change

The nomination period for the positions of President and Secretary is open. Some members have had the notification of the on-line voting go to junk mail so Roland is sending email to have elections committee send an announcement to ask faculty to check SPAM folders. The closing date for the election is March 29.

Elizabeth is getting phishing attempts from somebody trying to impersonate Debra, trying to get her to write checks. This also happened to the previous Treasurer. Debra sent the phishing attempt to Keith in Computer Services.

6. Grievances and Investigations– Tom and Stacy K

Various ongoing cases were discussed. Overall, the number of grievances is down and President Sterns is invested in keeping it that way.

One faculty member was trying to get a book back from a student because it was an instructor version and the student complained; so, the take away for faculty is to not lend instructor copies of textbooks to students. .

One complaint against a faculty member was dismissed because HR missed the deadline for taking action. This shows how important it is to pay attention to the calendar that guides the grievance process.

7. PT faculty report (Nancy)

Update on compensation for PT Council Representatives

The Treasurer now has the attendance record for the part-time council members so she can now send them a time-card for payment for the fall semester. PT faculty serving on the CoR will be paid 3 hours (2 for attending CoR and 1 for communicating with department.) Checks will be issued once per end of semester.

8. Mandatory participation in CCSSE survey

Faculty have received letters to let them know that which courses have been chosen to participate in the CCSSEE survey. Some Faculty are concerned that the participation is mandatory, and how instruction and student learning are impacted. The process is supposed to guarantee effective sampling. President Sterns will personalize the email so that the tone is less off-putting. If faculty have a compelling reason for not participating in the survey when selected they need to bring it up with their dean.

9. Compressed calendar and calendar committee

Debra talked to President Sterns about continuing the efforts to create a compressed calendar. She is supportive because she believes it will make us more competitive with other colleges, like Handcock, that are on 16 week semesters. She plans to have a retreat where she can talk to the Cuesta community about her experiences with a compressed calendar. About half the colleges in the state are on a compressed calendar.

Debra has appointed Kevin Bontenbal to the calendar committee because he is interested in this issue. Greg Baxley has suggested some term length modifiers to work with, and Pat Len will look for hard evidence from other colleges that they have experienced a positive effect from a shorter semester.

8. Schedule changed for Planning and Budget committee so they can meet on May 16
All member meeting on May 9
9. **Reassigned time.**
Debra related that it is our attorney's position we have been mis-applying the restriction of a 60% limit on reassigned time to all faculty. As the contract currently reads, that restriction is imposed only to reassigned time designated to CCFT officers. We can go over that when we buy extra time from the District. Greg will clarify how the language should be read according to our attorney with the District.
10. **Banked load issue.**
Currently the contract states that faculty can only have three years to use banked load. The clock starts on each unit as it is added. If you later request payment you get paid at your payrate at the time it was banked. If you use it to make up a current load, you are essentially paid at your current rate of pay. Wes, Roland and Greg will look at how other contracts handle this issue.

Follow-up:

1. Next EB meeting Thursday, April 18, 3 pm Room 3134/N1007
2. Next CoR Meeting: Thursday March 28, 3 pm Room 3134/N3213