



Executive Board

Adopted Minutes

April 2, 2020, 3:00—5:00 pm

ZOOM (Room 3134 and N3213)

Debra Stakes, President – P Greg Baxley, Vice President –P Julie Hoffman, Secretary – P
Elizabeth Lobo Treasurer–P Tom Patchell, Grievance Officer – P
Nancy Steinmaus, P.T. Faculty Committee Chair – P Roland Finger, AS President and COR co-chair– P

1. Approval of Agenda and Feb 6, 20 and Mar 5 Minutes
Need to vote on the SISC renewal and reassigned time

Motion to approve the agenda made by D. Stakes, seconded by G. Baxley. Motion approved unanimously.

Motion to approve the Feb. 6 and March 5 minutes made by D. Stakes, seconded by G. Baxley.

Motion to approve recommendation of Benefits Committee made by D. Stakes, seconded by G. Baxley. Motion approved unanimously.

Motion to approve the E.B. reassigned time for 2020-20201 endorsed by the CoR, made by D. Stakes, seconded by G. Baxley as follows:

President: 60%

Vice President: 20%

Lead Negotiator: 20%

Treasurer: 40%

Secretary 20% (with added duty of Communications Chair)

Grievance Officer 40%

Motion approved unanimously.

2. Senate Report—(Roland)

Roland has confirmed with Jason (VPAA) that the 20% reassigned time for the CTE coordinator is not being taken out of the 1.8 FTE release time that goes to the Senate officers (President, Vice President and Curriculum chair). The 20% for the CTE position will negotiated separately.

Curriculum created a subcommittee on TOP codes. It will be looking for a faculty member to serve and it wants to make sure that it would be acceptable to satisfy the committee obligation.

Senate will shift more release time to the curriculum chair since the scope of that position has increased. The senate release time will be more fluid so they can shift time among the leadership.

Glad to see that the BP on Academic Freedom was approved by the board.

The Ed. Code surrounding investigation of discrimination is changing so that the process won't automatically escalate. We will revise BP/AP 3435 accordingly.

3. Discussion about District Continuing Response to Corona virus
Task force

On Monday the Task Force talked about summer and fall semesters. On April 20th a decision will be made regarding whether all of the summer session will be offered on-line. One decision may be that the summer session is cancelled.

The District has sent out a survey regarding options for Commencement: virtual on-line commencement, do it in late summer, do it in fall or after fall is over; or if students have another idea they can share it.

Every building will be closed now except the Library, North County Center and the 8000 building. A few faculty will be working from classrooms and offices. Everything else is officially closed. The Gym is closed because gyms are closed in the state. Courses for fall and summer are now live in class finder.

Revise of current criteria for DE certification Article 5.10 (Julie)
Heather will put this on the DE Committee agenda.

4. **Negotiations update**

Compensation proposals (Greg)

Any compensation proposal will be delayed until the District has some information about the state budget.

Article 3-Academic Freedom

BOT has second read on April 1. Debra will make a draft to incorporate it into the contract.

Banked load does not have time limit - Need to respond to District proposal.

The counter-proposal from the district accepted the extension to 8 years but wanted to make faculty responsible for governance duties while a faculty member was on load-banked leave.

The EB found the counter-proposal unacceptable.

Division Chair selection process

Need to respond to District proposal

This is ready to sign off.

Need to mirror the Cluster Coordinator selection process

District wants to keep selection part the same, get rid of president approval, and add what happens when person is on leave.

ESL/Online Counseling CCFT proposal 2/28

District hasn't responded

Academic Senate and CCFT reassigned time

District ready to TA

Substitute pay scale

Presented to District on 2/28, District has not responded.

Additional DE Trainers

MOU is signed and job announcement posted.

Items agreed to be included in Negotiations:

Evaluation Timeline and due date for self-evaluation Julie

It is agreed that this needs to go to the Senate. Julie will get it ready for 4/24 meeting.

Loading from non-credit ESL (put into contract explicitly)

Instructional Faculty Dean Evaluation Form.

Needs to be approved by the Senate. Julie will get it ready for 4/24 meeting.

Instructional Faculty Peer Evaluation form

needs to be approved by the Senate. Julie will get it ready for 4/24 meeting.

Student Evaluation form for Mental Health Counselor

An MOU was signed that this could be used this Spring. We need to get permanent approval.

Greg will present this to the District.

Student evaluation alignment Task Force results- Julie

New forms to be approved by Senate. Julie will get it ready for 4/24 meeting.

Request for Nursing and Allied Health to have semester extension—Article 5.5 & 5.6
(Heather)

Some requirements of these courses must be done face to face and a separate plan needs to be created for each course. We would need an MOU for faculty who need to teach outside of normal school year. Greg will put this on the next negotiations agenda. It also may be beneficial to allow a general extension for when grades are turned in so students have a little extra time to finish course work. This would not extend pay for faculty.

Items to be considered by EB for inclusion

Revisit Performing Arts stipends?

Not being pursued at this time.

Ag Coordinator and Lead MOU's only in appendix

Stipend for Paramedic Director (included in MOU)

Compensation for mandatory training

Presented to district 2/28

Evaluation cycles per email: Article 5 and Article 7

5. PT faculty report (Nancy)

As all faculty are, Part-timers are concerned about the time involved to transition to on-line courses. Nancy continues to bring up their unique issues with the EB.

6. Grievance and Investigations– Debra and Tom

A faculty member reached out to that students were blocking their camera during a Proctorio exam. Tom stressed to the faculty member that it is important to document this type of behavior through an incidence report regardless of whether further action will be taken. Having records of what went on will matter if the behavior persists.

Formerly, the President and Human Resources VP would communicate more directly with the grievance officer. This is no longer happening and communication channels need to be re-established.

7 Treasurer report (Elizabeth)

The bank balances look good. We caught some charges made for non- members which we reversed. At the last EB meeting we agreed to contribute to the CARES account. Elizabeth will reach out and see what they need from us.

1. Next EB meeting is April 16, 2020 Zoom

2. COR meeting on April 23, zoom 3134/N3213