



Executive Board

Adopted Minutes

**August 18, 2016, 3:00 – 5:00 p.m.
Math Conference Room 3435**

Attendance:

Debra Stakes, President – P Julie Hoffman, VP, Secretary– P Mark Tomes, Treasurer– A
Tom Patchell, Grievance Officer – P Lara Baxley, AS President– B

* Also in attendance: Roland Finger, to be approved as Communications chair.

Editor's note: The following motions were made and approved via email by the E.B. over Summer 2106:

Motion: to offer to Wendy Denzel to complete two years of financial reviews (2011-2012 and 2012-2013) for a stipend of \$1000 each. If she only wants to complete one, then we would offer her \$1000 for one review. In addition, this motion includes offering Susan Iredale to complete 2 years of financial reviews (2013-2014 and 2014-2015) for \$1000 each (a total of \$1000). If she wants to complete only one review, then we will offer her \$1000 for completion of that review. If either of the faculty members does not want to complete both of the reviews offered to them, we will offer the remaining review to the other faculty member. Motion made by M. Tomes, seconded by D. Stakes. Motion passed Unanimously

Motion: that we co-sponsor the SLO County Democratic Party Labor Day event by paying \$500 from the CCFT general treasury. Motion made by D. Stakes, seconded by M.Tomes. Motion passed Unanimously.

Motion: to approve up to \$300.00 to pay for lunch for participants of the CCFT Flex activity on the new contract. Motion made by J. Hoffman, seconded by D. Stakes. The motion passed unanimously.

1. Approve Agenda.

Motion made by J. Hoffman, seconded by D. Stakes. Approved Unanimously.

2. Approve Roland Finger as Chair of the Communications Committee.

Motion made by D. Stakes, seconded by J. Hoffman. Motion unanimously.

3. Review and Approval of May 4 EB Meeting Minutes.

Note: the May 4th minutes were already approved but there was an error in the minutes regarding item 5: The District is classifying the issue in question as a student complaint rather than a grievance. Also there is no MOU with counseling regarding the issue– there was a mediated settlement between the District and faculty member for which CCFT was not a signatory.

4. Commitment to civil conversation and collaborative processes in decision making.

5. Senate Update –Lara Baxley

No written report. The first meeting of the semester is next Friday. Training for new senators will be conducted and the minimum qualifications designation process will be discussed.

6. Review comments from Opening Day
Modify off cycle form.

We have to modify the plan for improvement form to clearly align with the new contract. The form will be modified by the Evaluations Task Force to make clear that if a part-time faculty member gets a needs to improve or unsatisfactory in the off-cycle evaluation, they will no longer be eligible for load. For full-time faculty, it means a loss of overload.

Modify f2f student eval form.

The DE and F2F forms have to have the same evaluation scales. So the task force agreed to change the F2F form to align with the new DE form.

These changes do not need to go to either the CCFT Council or the Senate Council for approval because they are consistent with the intent of the contract.

7. Grievance Update (Tom)

There are three ongoing investigations that originated from student complaints that were cast as Title 5 discrimination suits. As a result the District hired external investigators in these cases. An instructor's right to enforce his or her syllabus has been called into question, so EB is going to work on Article 3 contract language to protect faculty from this type of complaint.

There is also a labor law issue involving the payback of money for a cancelled class for which the District is taking a faculty member to small claims court. CCFT is attending the hearing with the faculty member.

5. Treasurer Report (hopefully by mail since MT cannot attend)
Bank balances
Financial review

Bank Balances:

CCFT - \$68,395.75

CCFT COPE - \$3,993.50

CCFT AFT COPE - \$100.00

Completed:

Pre-Election COPE (FPPC) Report and Semi-Annual COPE (FPPC) Report
4 annual financial reviews by Wendy Denzel and Susan Iredale (2011-2015)

Note: as was discussed last spring, the Treasurer will include a line item in the Budget for elections.

6. PT Chair report

Need PT chair in fall

Send announcement and schedule interviews. Debra is going to send out an email to the part-time faculty. We give two weeks from Monday, and then we will schedule interviews.

8. Negotiations planning for October

a. Review Survey (attached) See attached changes the EB will propose to the Council.

b. Approve survey at first Council meeting (August 25)

- c. Launch survey monkey in September
- d. Review negotiation initiatives at September 22 Council and/or September 29 all-member meeting

9. Summer work left to do

Work Experience compensation and evaluations.

Article 3. Debra will send to Roland to begin crafting language around protection for faculty to enforce their syllabus policies, the right to choose their own learning management system, and protection around District computer and email use.

COPE

- a. Board of Trustee elections for Cuesta college (TA 5)
- b. Hancock Trustees to be endorsed at 16 Aug TCCLC meeting
- c. CFT matched CCFT contribution to get table for Labor Day
- d. Support of Prop 55, Dawn Ortiz-Legg, Salud Carbajal,
- e. Pending Governor decision on AB 1690

Follow-up:

- 1. Need to distribute schedule and Outlook invites for Fall semester. Julie will send out invites.

DRAFT CCFT Membership Survey- **Suggested Revisions by the E.B.**

The purpose of this survey is to gather information to help guide the negotiations process for the 2016-2017 academic year. The survey is anonymous.

Information About You

1. Select your employment status :
 Part-time Full-time
2. ~~The amount of time~~ **The number of years** you have been working at Cuesta:
 ~~less~~ **fewer** than three years three to seven years more than seven years

Salary and Benefits

1. Please rank the following approaches to salary and benefit improvements in order of preference, from 1 through 6, with "1" being ~~your most preferred choice~~:

_____ a. The same percentage increase across steps and columns.

_____ b. The same dollar amount increase across steps and columns.

_____ c. Adjust each step and column independently so that all are at the average of ~~negotiated cohort~~ **the negotiated comparable colleges**.

_____ d. Define part-time parity pay and ~~commit~~ to increasing the part-time salary schedule more than the full-time schedule until parity is reached.

_____ e. Add a new top step to every column.

_____ f. Increase the amount towards base fringe for benefits (currently at \$634.24).
2. ~~Please rank the following improvements, based on the extent to which you would be willing to sacrifice some improvement in salary and benefits to obtain, with "1" being your most preferred choice.~~ **The following are smaller improvements that we may be able to negotiate. Please rank them, in order of preference, from 1 through 5, with "1" being your highest priority.**

_____ a. ~~Increases both in number and pay for part-time faculty office hours.~~ **Increases both in the number of part-time office hours and the pay rate for office hours.**

_____ b. Same rate of pay for ~~lectures and lab.~~ **Labs that are tied to lectures.**

_____ c. Accelerate step advancement for part-time faculty.

_____ d. Higher pay for substitute teaching.

_____ e. Provide insurance benefits into retirement.

3. ~~Identify what percentage of your normal workload involves non-student contact hours (i.e. program development/review, SLOs, Committee work, evaluations).~~ Identify the percentage of your normal workload that involves program development, program review, curriculum development, SLOs, committee work, peer evaluations, other divisional responsibilities, etc. Do not include FLEX time, direct student contact hours, office hours, preparation or grading. Division Chairs and Coordinators should not count Chair/Coordinator duties. Choose one of the following (1 hour =2.5%):

- _____ a. 0 to 5%
- _____ b. 6 to 10%
- _____ c. 11 to 15%
- _____ d. 16 to 20%
- _____ e. 21 to 25%
- _____ f. 26 to 30%
- _____ g. 31 to 35%
- _____ h. 36 to 40%.

4. **For part-time Instructors only:** Please rank the following “bumping rights” scenarios as a result of class cancellations, with “1” being your most preferred:

- _____ a. PT faculty with 5 years or more of service can bump any PT faculty with fewer years of service.
- _____ b. PT faculty with 5 years or more of service can only bump PT faculty without re-assignment rights.
- _____ c. Any PT faculty member can bump another with fewer years of service.
- _____ d. Any PT faculty member with re-assignment rights can bump another faculty member without reassignment rights.
- _____ f. No bumping rights at all (the current situation)