



Executive Board

Adopted Minutes

**September 17, 2015, 3:00 – 5:00 p.m.
Math Conference Room 3435**

Attendance:

Debra Stakes, President – P Julie Hoffman, VP, Secretary– P Mark Tomes, Treasurer– P
Steve Hendricks, PT Chair– P Tom Patchell, Grievance Officer – P Lara Baxley, AS President– P

1. Approve Agenda.
The agenda was approved.
2. Review and Approval of September 3 EB Meeting Minutes.
Discuss process for posting minutes for COR and EB meetings while new website is under construction.
*The September 3 minutes were approved.
J. Hoffman will send out the minutes COR and EB via email until the new website is ready.*
3. Senate Update Lara Baxley
The Senate approved AP5011, Enrichment Students, and AP 4105 Distance education. They will go to college council next. In the spring faculty will use eLumen rather than a CPAS document. The new IPPR forms are being considered, but have not yet been approved. New forms will have more added data, i.e., the quadrant FTES/FTES vs. Fill rates. Each program will be asked to show that graph. We are looking at a more interactive form to replace the current Dean's program analysis form. Chapter 1 of the EMP has been reviewed.

The Senate leadership did not bring the issue regarding scheduling of courses to Summit because the specific situation regarding the scheduling of courses in a particular area was resolved between the dean and division chair.
4. Negotiations update and progress (Julie and Debra)
 - a) Article 4 CCFT will counter on Sept 23
Our turn to counter Article 4 is next Wednesday. The negotiations team solicited input from the attorney and the counter offer was agreed to among the EB members.

A motioned was made by M. Tomes and seconded by S. Hendricks to require that every offer that we make up until impasse must include at least 1% more across the board for part-time than that of full-time. The motion did not pass. 2 in favor, 3 opposed.
 - b) Article 5 DE MOU; Chair salary—District counter from Thursday morning
District resistance to bumping language (Azalea amendment) Waiting to implement new large lecture loading formula; need to review contract language.
The district is going to counter and we will keep pushing on Azalea, and also change the DE to two cycles. We will also fix MOU for large lecture.
 - c) Article 7 Signed MOU to bypass contract closing to use new evaluation forms for Fall Semester only and for DE/H only. Need to review contract language; Dean and Self Evaluation Forms

We are going to bring the dean forms and the self-evaluation forms to the Senate for final approval.

5. DSPS Specialist: 175/190 day conundrum (Mark)
Tabled due to lack of time.
6. salary schedule for overload Specialists
Tabled due to lack of time.
7. PT Chair report (Steve)
It was clarified that faculty become CCFT members once they make their first payroll contribution. There is a 40 day notification that is mailed whenever a contract needs to be ratified so this should give interested faculty enough time to become members so they can vote on the contract. S. Hendricks requested that we budget for mailing costs for a letter to go out to part-time faculty to explain the voting process.
8. Communications (Debra)
Website Update – request for photographs
J. Hoffman will email M. Cleeves to get an estimate of when the website will be ready.
BOT September meeting results
Thanks for the letters. We feel your pain. Here is an extra 0.67% for your effort.
Extension of Prop 30 taxes and split property roll
Interview Candidates for Congressional District 24 on 7 Oct in Santa Maria
9. Treasurer report /Bank Balances
Signature cards at Rabobank
Stipends and Travel to Leadership Conference in February
Legal costs have been steady at 4 to 5k per month. We took a dip over summer with lowered dues revenue but we are catching up again. In the budget proposal that goes to the COR next week we will include enough money for three people to go to CFT leadership conference in Feb.
10. Grievance update (Tom)
A dean made a questionable request that a faculty member meet face to face over an absence. T. Patchell will attend the meeting to protect the faculty member's rights.

A Part time faculty member was given a verbal contract for a 9 week course. As a result the faculty member declined other work in anticipation of teaching the course. The decision to offer the course was then reversed. The faculty member has no recourse because there was no written contract. T. Patchell will relay to the faculty member the importance of a written contract.

A faculty member was denied a retroactive stipend for work done without pay for several years. The District has refused to pay, citing that too much time had elapsed since the faculty member knew about the problem and when it was brought to the district's attention.

After a mediation session it was agreed that the process for identifying overload in the counseling department will be done transparently and contracts will be provided for overload.

Follow-up:

1. Next EB meeting at 3 pm on October 1 in Math Conference Room
2. Next CoR Meeting: September 24 at 3 pm in Room 5402; Polycom to N5006
3. CCC Division meeting at 3 pm on Friday September 25; State Council on Saturday at noon
4. Leadership Conference at LAX Sheraton on Feb 11-12.