



Executive Board

Adopted Minutes

April 18, 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– A
Nancy Steinmaus, P.T. Faculty Committee Chair – P Stacy Kimmey, Grievance Officer – A

1. Approval of Agenda and Minutes (3/21)

Motion to approve the agenda made by G. Baxley, seconded by E. Lobo. Motion approved unanimously.

Motion to approve the minutes made by R. Finger, seconded by T. Patchell. Motion approved unanimously.

2. Senate Report--none

3. Treasurer report (Elizabeth)

Budget update

The treasurer emailed out the account summary prior to the meeting. The total balance is currently \$114,046.74 with \$3,525.00 currently in CCFT COPE and \$2297.00 in BOT COPE.

Upcoming liabilities are about \$40,000. This includes the Hudson audit bill, the elections committee bill, staff funding, payments for part-time faculty who are on the COR, and summer stipends, and legal bills.

The last check from the district for dues does not match the 525 staff report so Elizabeth is inquiring. There were 64 people who were not in our data base so she is checking to see if they are receiving paychecks this month. There were 270 dues paying members this month.

Elizabeth will communicate with Heather Tucker to make sure that our leave bank is being credited some hours donated by a faculty member who is resigning.

Motion: to have a professional CPA to complete the 990 and 1099 tax forms every year with an anticipated cost of about \$1000. Motion made by J. Hoffman, seconded by D. Stakes. Motion approved unanimously.

Reimbursements from AFT/CFT

Staff funding runs months behind. We just received the one for January. We are still waiting on billing from David Conway to complete page 5 of the application form so that Elizabeth can submit the legal defense grant application. A vote to approve legal defense grants occurs only once per quarter.

Summer Stipends

Regarding summer stipends - it varies much in terms of scope of work. Last summer Tom just tracked his hours and then billed. Greg doesn't think he will need a summer stipend because we are not negotiating, but if something comes up, he will bill hourly as well. Debra says she will be available to help with grievance work and must serve on Interim VP hiring committee in June

Motion: to approve summer stipends at the following rates: President \$3,000; Treasurer \$3,000. Grievance officer and Negotiator will bill hourly. Motion made by G. Baxley, seconded by D. Stakes. Motion approved unanimously.

4. Status of current negotiations (Greg)

Division Chair election proposal

This process is moving along. One of the deans proposed that we include language that interim chair positions will be grandfathered in.

Travel TA

This passed and will take effect July 1.

Article 7 orphan citations

Clean up to be done with article numbering changes in article 5 that were referenced in article 7.

AP 3270

Since board policies and procedures go through the senate for approval, Debra will propose to the Senate that we add language, which was vetted by our attorney, to protect union members' rights to confidentiality regarding email correspondence.

5. Work of Election committee and payment

The nomination period for officers closes tomorrow. We don't know of any others besides the incumbents who have nominated themselves. So most likely there will be no election.

Constitutional amendment to eliminate COR/Election committee crossover

6. Grievances and Investigations– Tom and Stacy K

Stacy joined for this part of meeting via speaker phone.

We are filing a grievance on behalf of a faculty member who was accused of using a student's personal information inappropriately.

There is currently an investigation of a faculty member who allegedly did not allow a DSPS student extra time on an assignment in an on-line class. The instructor categorized a lab report as a "quiz" so she could use the grading feature in CANVAS. The student then expected to get extra time to submit the lab report because it was marked as a "quiz." Faculty members need to be careful about what terminology they use for which DSPS students may be entitled to extra time. The word "assessment" is broad and refers to more than just quizzes and exams.

Stacy will check with our attorney to determine if signing a letter of reprimand is an admission of guilt.

7. PT faculty report (Nancy)

Update on compensation for PT Council Representatives

Nancy and Elizabeth made some changes to the time card for PT council representatives so that it refers to payments per meeting and not per month.

Nancy referred a part-time faculty member to the grievance officers because she was being pressured by her chair and her dean to relinquish her intellectual property for an online course that she created.

A discussion about intellectual property rights ensued and Debra will check with the attorney to get clarification under what circumstances a faculty member can be made to relinquish course materials.

8. Benefits

Change open enrollment date

The enrollment committee would like to change the dental and vision open enrollment dates to occur in the summer at the same time as medical. This would make it easier on everyone. The EB concurs.

Complaints about dental insurance and many dentists moving to out of network

Delta Dental is now paying dentists less so many of the dentists are leaving the area.

Possible change to insurer (review emails from Benefits committee)

The benefits committee has recommended that we stay with SISC this next year. Even though SISC is going up 6 to 7% it is still cheaper than other options. We did get a benefits increase in the last negotiations agreement.

9. CCFT Loads for Fall 2019

Motion: motion made to keep the total load be below 1.8 FTE. There will be one grievance officer loaded at 40%, the Treasurer at 40%, the Vice President/Chief Negotiator at 40%, the President at 50% and the Secretary at 10%. Motion made by N. Steinmaus, seconded by R. Finger. Motion approved unanimously.

10. Plan for all member meeting on May 9

The EB will share a summary report of what the union has accomplished this year.

Follow-up:

1. Next EB meeting Thursday, May 2, 3 pm Room 3134/N1007

2. Next CoR Meeting: Thursday April 25, 3 pm Room 3134/N3213