



Executive Board

Adadoted Minutes

September 5, 2019, 3:00—5:00 pm

Room 3134 and N3213

Debra Stakes, President – P Greg Baxley, Vice President – P Julie Hoffman, VP, 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**

Motion made by G. Baxley, seconded by R. Finger. Motion approved unanimously.

2. **Approval of Minutes from August 14**

Motion to approve with typo fixed made by R. Finger, seconded by D. Stakes. Motion approved unanimously.

3. **Senate Report—(Roland)**

Puma Chain discussed at Senate, a way for senators to reach out to faculty who aren't well connected with the ASC, mentioned fiscal implications discussed at P&B.

3. **Treasurer report (Elizabeth)**

Vote on budget as presented

Funds are looking more solid than in the past

Seats for Barbara, Angela, and Mary are up for re-election in 2020, all seem to plan to run again that might need COPE funding

Upcoming expenses are \$1000 for taxes and \$1000 for audit

Budget discussion-DS moves, GB 2nd

Motion to recommend approval of budget to the COR made by G. Baxley, seconded by D. Stakes. Motion approved unanimously.

4. **Status of current contract (Greg)**

Need to confirm sign-off and post on HR and CCFT websites

When the contract has been signed Debra will email the copy out and Julie will post it on the CCFT website. She will also review which MOU links to keep.

There was discussion about the protocol for removing people from the CCFT membership email

list. This is handled by the CCFT Treasurer. There is a question about emeritus faculty being on list. Debra and Elizabeth will go over the email list to update it.

5. New negotiations

Increase parking fees for faculty (put into contract)

This is an easy thing to do so we will put it into to contract. It should not distract from bigger issues. There is the position that anything that makes the campus safer should come out of the general fund and not parking fees that mostly affect students. The EB is opposed to students having to fund this through parking fees.

MOU for overload process (put into contract)

Loading issues with >45 students

The breakpoints for large lecture loading are now at 45, 55, 65, 75, 85. Since the last contract there has been large lecture enhancements but with the 45 student breakpoint, there will be more of these courses. Jason was ok for full time faculty to do this. The deans assistants will pull load reports after census so they can then apply large lecture formula, and double check in the second month.

Greg will talk to HR about how you can load bank this. VP will automatically approve above 140% for fulltime if this happens due to large class size.

For part time faculty, the large class loading that occurs after census could be problematic if the faculty member has been overloaded two semesters within the last 6. Jason, Greg and Melissa worked out some contract language. The essential point is that the contract will say they aren't eligible for large lecture loading if they have been overloaded twice in the last 6 semesters. HR will also come up with a process to track part-time overload.

Article 3-Task force (Debra and Roland)

AP4231 Grade Change Process

AP5520 Student Discipline Process

BP 5530 Student Grievance Process (Stacy/Matthew worked on the AP)

BP 5045 Student Records

This is a list of all BPs Debra could find that relates to what we need to address in Article 3. Roland says they ran out of time at the last Senate meeting to call for the task force so it will happen at the next meeting.

Debra shared information from the CCFT attorney that needs to be integrated into Article 3 which will be shared with the task force.

Regarding the student grievance process (BP 5530): Previous reviewers suggested separating the student grievance processes against faculty as opposed to staff. The EB also agreed that if the District insists that students can have a support person attend a meeting with a faculty member then faculty need to be protected in the same way by having a grievance officer at the meeting as well.

Another problem is the collapsing of a student complaint and a student grievance. A complaint does not have to escalate into a grievance (BP 5530). Task force has to look at all of these policies as a package so they don't conflict.

Student evaluation alignment Task Force

The Senate ran out of time at the last meeting and will get to this at the next meeting.

Counseling concerns with OEI required virtual meetings

Student services is trying to implement on-line counseling appointments. It is also an accreditation requirement. The problem is on-line privacy. There is a concern that a student might be taping or recording a session or other people could be viewing or listening. Other campuses address this by an agreement that the students sign where they agree not to do this. Counselors seem happy with this solution.

We need to specifically put in the contract that like the protection we have so that instructional faculty can't be forced to teach on-line, counselors do not have to participate in on-line counseling.

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

We will try to put this in the contract so this is clear. There are a lot of other categories and non-credit courses are ballooning in the community colleges. Non-credit ESL is a part of our bargaining unit so they are loaded and paid the same as any other instructional faculty.

6. Grievances and Investigations– Tom

Fortunately there are no new grievance issues!

7. PT faculty report (Nancy)

Nancy will again explain to PT faculty why office hours can't be used as FLEX (this is a state decision not a local decision).

When she receives emails from part-time faculty she first asks if they are a union member and this has been a good recruiting tool.

There has been an issue of getting access to a restroom at CMC. Wes Simms is going to work with HR come up with some protocol around this. Greg responded Matthew Green holds a CMC faculty support group every month. He plans to attend .

67% issue is also one that some people think is a local decision and its not. It is at the state level. So Nancy will also explain this to part-time faculty.

8. BOT Report

At the BOT meeting there was a donor that was so impressed with CMC courses that they were going to financially support those efforts to bring in more courses. CMC and community programs courses are getting a lot of attention from the BOT lately. Debra's complete report to the BOT is attached.

Follow-up:

1. Next EB meeting is September 19
2. COR meeting is September 26, 3134/N3213

CCFT report to the Board of Trustees

The Council of Representatives met last Thursday and Chief Negotiator Greg Baxley presented an updated salary comparison to some of our comparable colleges. This shows that we now have salaries currently above Hancock and almost equal to Cabrillo College. Faculty recognize what an important and significant improvement this is for our ability to support our families and continue to do the work we love.

We did a straw poll on opening day to assess the current faculty priorities. I provided a list of 8 options and faculty were asked to rank their top 3.

1. The highest ranked choices from the opening day straw poll were (in order) :
 1. Reduced length calendar to make us more competitive
 2. Better fringe benefits to reduce the burden of out of pocket costs
 3. Increased salary to actually get to the average of our comparable colleges (which we have yet to do!!)
2. These will be included in the negotiations likely to begin next semester.
3. The updated CBA should be signed off and posted soon to both the HR and CFT websites
4. Our new CFT field representative, Sarah Henne, gave a presentation at the Council meeting last week and touched on the new Online College (CalBright) which appears to be in competition with the OEI, AB 302 (the law to allow homeless students to use CCC parking lots and the new split roll property tax initiative for 2020 called Schools and Communities First.
5. I represented CCFT at the Labor Day picnic on Monday, as one of three labor speakers. I reminded everyone that we are beginning our third phase of the Bond Measure L, and thanked them again for their support. There was great emphasis from other speakers on using Community Work Project agreements to guarantee that construction projects use local labor and companies to keep the dollars local.
6. Tomorrow is our second Executive Board meeting. We will be discussing Several Board Policies and Administrative procedures that relate to Faculty Academic Freedom and proposed student grade change and grievance processes. These are concerns we share with the Senate. There will be a joint Union Task Force to propose any changes.