



Executive Board

Unadopted Minutes

September 03, 2020

Debra Stakes, President – P Heather Tucker, Vice President – P Greg Baxley, Lead Negotiator –P
Julie Hoffman, Secretary/Communications Chair – P Elizabeth Lobo Treasurer–P
Tom Patchell, COR Co-Chair/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 Minutes (8/20)

Motion made by E. Lobo, seconded by H. Tucker, to approve the agenda with the change that we will skip over the Senate report until Roland can get here. Motion approved unanimously.

Motion made by N. Steinmuas, seconded by E. Lobo, to approve the minutes as amended. Motion approved unanimously.

2. Senate Report—(Roland)

3. Discussion from District Corona virus Task force

In the last meeting, Greg reported the need for equipment to improve Wi-Fi for some faculty. The District reported that they will supply faculty with laptop kits and wanted our input about how to distribute them. Greg asked about what support faculty could get to make sure course material is ADA compliant. The District was sympathetic to the problems this creates for faculty but are reluctant to hire a consultant and there is no commitment yet on how they will provide faculty with the assistance they need. Roland and Debra also related this issue to the BOT at the last meeting, emphasizing that this is a huge compliance issue.

Greg relayed the problem with lack of restrooms in building 1300. The District can't find enough custodians and are looking into hiring students. Scheduling of back to back classes in the Kinesiology area is compounding the problem. There is no clear communication as to how the district is deciding what buildings will have open restrooms. If use of the building was a criteria then the restrooms in building 1300 should be open.

(a) Monthly compensation for server/hardware and Wi-Fi (Question from Doug H, Lisa S, Jeff G)

(b) Request to Defer NC Cluster Coordinator evaluations

It is understood that they will progress as scheduled to avoid opening any negotiations on this matter.

c) CMC correspondence evaluations forms and process

After discussion, the determination was made that if a faculty member had a teaching modality other than correspondence they would be evaluated in the other modality. If their only assignment was correspondence at CMC then we would try to get an MOU to defer their evaluation that would also ensure that their reassignment rights are protected.

4. Treasurer report (Elizabeth)

(a) Reassigned time to be reported by September 15 for Spring semester and May 10 for Fall semester (District provides 1.8 FTE) Proposed Spring assignments to CoR via email.

(b) Proposed 2020-21 Budget

We will be losing CFT staff funding grant money out of the budget because the District is not paying 1.8 FTE. We will now be receiving about 7K in funding. The expectation for that money is that the President and the Vice-President participate in regional meetings. Debra says if they continue with Zoom meetings this is worth it, but if excessive travel is involved, it is not.

Our legal fees are low but we want to make sure we have a buffer in case Covid begins to cause problems for faculty. The budget for stipends has been increased because of the extra work required to transition the campus to on-line learning.

Money was left in the budget for travel just in case we might be able to travel in the spring.

The budget will be brought to the COR for approval at their next meeting.

(c) Tax Preparation

Elizabeth has submitted reports to John Pooley to conduct the tax preparation.

5. Structure of CCFT dues and update Constitution

Although changes to the constitution were approved in May of 2019, they were not incorporated into the document. Debra will incorporate the changes so we can post the updated version.

6. Negotiations update (Greg)

Faculty not honoring posted online lecture times - **not an issue now**

Which version of Peer and Student evaluation forms for synchronous lectures?

This issue was resolved.

ADA accessibility – **we are still working on this.**

Future Negotiations:

NCC Cluster Coordinator Concerns

Jason is working on this.

Revise current criteria for DE certification Article 5.10 –compensation

Edits to Article 5.7 Workload committee—**Jason to take lead—may be deferred**

Substitute pay scale (and timing) **presented to district on 2/28**

Compensation for mandatory training **presented to district 2/27**

7. Status of Evaluations:

Timeline and due date for self-evaluation Julie-**review Senate feedback**

Instructional Faculty Dean Evaluation Form **review Senate feedback**

Instructional Faculty Peer Evaluation form **review Senate feedback**

Student Evaluation form for Mental Health Counselor **to District**

Student evaluation alignment **To District for Negotiations**

8. PT faculty report (Nancy) **No report**

9. Grievance and Investigations– Tom **No report**

10. Communications Chair Report

Faculty received the “What’s Up” letter along with masks in the mail. It was agreed that the “Presidents Corner” on the website will be converted to “The President’s Report to the Senate “ which Debra will forward to Julie to post. The EB will leave it up to Julie to decide on a Newsletter template. Julie asked members of the EB to send pictures of themselves to use on the website. So far, no faculty have sent in pictures to include.

1. Next EB meeting September 17, 2020

2. COR meeting on September 27, 2020