



Executive Board

Adopted Minutes

**September 1, 2016, 3:00 – 5:00 p.m.
Social Science Conference Room 6218**

Attendance:

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

1. Approve Agenda – D. Stakes.
Motion to approve: R. Finger, seconded by D. Stakes. Approved unanimously.
2. Review and Approval of May 4 and August 18 EB Meeting Minutes – D. Stakes.
Motion to approve with edits as discussed: R. Finger, seconded by D. Stakes. Approved unanimously.
3. Senate Update – L. Baxley. See attached report.
3. Finalize the survey, the explanatory brief and timeline to distribute via Survey Monkey – D. Stakes. See attached draft of the survey. It will be distributed to the COR for discussion and approval prior to being distributed to the membership.
4. Questions for BOT interview – D. Stakes. See attached revisions.
5. Grievance Update – T. Patchell.
We are waiting on two discrimination cases. An extension was granted. The overpayment case is going to small claims court on Friday September 9. There is a recent sexual harassment and sexual assault student complaint that is being investigated.
6. Treasurer Report – M. Tomes
Bank balances:
CCFT: \$66,492.75; COPE – General: \$474.50; COPE – BOT: \$3519.00; AFT COPE: \$100.00

Motion to approve banquet cost for TCCLC Labor Leader of the Year Banquet on October 1 for D. Stakes to attend. Motion made by M. Tomes., seconded by J Hoffman. Approved unanimously.

We are almost done with all the financial reviews including the 2015-2016 review. The reimbursement requests have been too loose so we are going to tighten up the paperwork. Reimbursements will not be given without a receipt. Try to keep union purchases on a separate receipt from personal purchases.

7. Status of search for PT faculty chair- D. Stakes.

An announcement was sent out to all part time faculty. We want a letter of intent that includes interest and abilities by next Thursday and interviews will be the following

Thursday. This appointment is for one year to complete the term vacated by Steve Hendricks.

8. Communications Chair ideas for website or newsletter – all.
Pending Governor decision on AB 1690
Letter writing campaign
Suggested projects for communications chair: smaller email “newsletters.” A regular item idea: Do you Know your Contract? An article on faculty roles in accommodating DSPS students. Summary of the BOT candidates. Updates to COPE corner.
9. Summer work left to do – D. Stakes.
Work Experience compensation and evaluations.
Debra talked to Deb Wulff and Melissa about the a need to increase work experience compensation. Melissa made sure the coordinator knows they get mileage.
Article 3.
Debra and Roland are working on edits.
10. COPE- D. Stakes.
 - a. Board of Trustee elections for Cuesta college (TA 5)
 - b. Literature and table for Labor Day
 - c. Support of Prop 55, Dawn Ortiz-Legg, Salud Carbajal
 - d. Precinct walks begin September 10

Follow-up:

1. Need to distribute schedule and Outlook invites for Fall semester
2. Note current CCFT Council is wrong: delete Pointer and Jimison and add Baxley

Academic Senate Report to the CCFT 9/1/16

Announcements

- **Faculty Lecture Sep. 16 with field trip Sep. 17** – Cuesta College Faculty Lecture Series presents Jeff Grover giving a talk on Geological Wonders of California and the Central Coast on Friday, September 16 at 10:00 a.m. in the Biology Forum, 2401. Jeff will also lead a field trip on Saturday, September 17 at 9:00 a.m. in Cayucos (location TBA). To participate in the field trip contact Lara Baxley at lbaxley@cuesta.edu by Thursday, September 15. Participants may attend just the lecture, just the field trip, or both.

ASC Meeting August 26

- A. Orientation, welcome new members.
- B. ASC meeting dates for Fall 2016, 2nd and 4th Fridays at 2:30, except Nov. (Aug. 26, Sep. 9 & 23, Oct. 14 & 28, Nov. 18 (3rd Fri), Dec. 9).
- C. Approved appointment of Elena Reynolds as NCC at-large rep. All positions on Senate are now filled except DSPS.
- D. Approved Institutional Effectiveness Partnership Initiative (IEPI) Indicators.
- E. Provided feedback on Minimum Qualifications Discipline Designations Pilot Process. Will come for approval at next meeting.

Preliminary: Why are you running for this position and what would you hope to accomplish in your tenure?

- 1) What do you perceive as the role of labor unions in education and at Cuesta College in particular?
- 2) What experience do you have, if any, as a teacher?
- 3) How do you perceive your role as a trustee in working with the Superintendent/President?
- 4) How do you ensure that your decisions as a trustee are fiscally responsible and support the mission of the district?
- 5) How would you factor faculty viewpoints into your decision-making process as a trustee?
- 6) How would you handle controversial issues between faculty and the administration at Board meetings?
- 7) There are some board members who will meet with faculty outside of board meetings and some who won't. How do you feel about this issue?
- 8) What role do you see the union playing with regard to budgetary items that come before the Board? How would you respond to budgetary input from Union members?
- 9) How do you think COLA funds should be used?
- 10) The Cuesta College faculty salaries rank 13 out 15 of negotiated comparable colleges in spite our 5% raise last year. The standard for all college employee salaries is to be at the median of negotiated comparable colleges. It will take a between 3 ½ % to 6 ½ % increase to reach that goal, depending on the salary step in question. What role will you play in supporting faculty salary increases in the future as a member of the Board?
- 11) In recent years the college has come dangerously close to non-compliance with “50% law”. What would you do to improve this situation.
- 12) Dual enrollment and Distance Education courses have help shore up Cuesta’s shrinking enrollment. What ideas do you have to help Cuesta’s enrollment?

CCFT Membership Survey

Sample Ballot with Explanatory Notes

The purpose of this survey is to gather information to help guide the negotiations process for the 2016-2017 academic year. The survey is completely confidential and will be administered on-line through Survey Monkey. It is recommended that you fill out this sample ballot prior to completing the on-line survey

If you have any questions about the pros and cons of any item, please ask your CCFT council representative prior to completing the survey on-line. The survey will be sent out on [date] and will be available until [date].

1. Select your employment status :
 - Part-time
 - Full-time

2. Select the number of years you have been working at Cuesta:
 - fewer than three years
 - three to seven years
 - more than seven years

3. Which distribution method should be used for a general salary increase (pick one)?

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

Note: Last year each 1% pay increase cost the college \$198,000. Schedule B-1 (FT faculty) remains 3.5 to 6.5% below the average of our negotiated comparable colleges. With this method of distribution, all steps/columns on all salary schedules would automatically be increased by the same percentage.

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

Note: This method of distribution is more difficult to cost out prior to bargaining. We would need to negotiate a lump sum of money and then determine how many dollars to add to each step.

4. Please rank the following approaches to salary and benefit improvements in order of preference, from 1 through 6, with "1" being your highest priority.

_____ a. General salary increase.

Note: refer to question 1 above regarding salary increase distribution methods.

_____ b. Adjust each step and column independently so that all are at the average of the negotiated comparable colleges.

Note: Currently on the full-time salary schedule, the step of a master's degree plus five years is 3.5% below the median of our negotiated colleges whereas the highest step is 6.5% below the median. So with this adjustment, different steps/columns would get different percentage increases. Part-time salaries are currently above the median of our negotiated colleges, so a salary increase for part-timers would need to be based on different criteria. This method would be more challenging to cost out.

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

Note: This would preferentially add a higher percentage or more dollars to salary schedules B-2, B-3, B-4. CCFT would set a target based on parity and then negotiate with the District to move toward the target.

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

Note: This would add another longevity step to B-1 (LIV) and establish a new Longevity step L1 (or a step 15) to schedules B-2, B-3, B4.

_____ e. Increase the amount towards base fringe for benefits (currently at \$634.24).

Note: The Fringe amount has not been increased for over a decade. The cost of insurance has increased by 12% just in the last two years, with family rate payers faced with the largest increases. An increase in fringe will keep the out of pocket for singles at zero for medical, vision, and dental. The increase in fringe will add more money to the pool for two-party and family rate payers. We rank at the bottom of our negotiated comparable colleges for Fringe.

_____ f. Provide insurance benefits into retirement.

Note: This is a request to have the District redirect funds to pay for insurance for retired faculty between the ages of 55 and 65. The total cost is not known but would be sizable to current faculty because the state requires that retirement benefits be prefunded. Our district is the only district in the state which does not provide insurance to retirees.

5. 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. Increase the pay rate for office hours.

Note: The state budget for this year provides new dollars earmarked for PT office hours. This should permit us to double the rate of payment.

_____ b. Increase in the number of part-time office hours.

Note: Currently, part-time faculty with less than 40% do not get compensated for any office hours. Since office hours can no longer be used for FLEX, there is no monetary incentive for these faculty members to be available to students outside of class time. Part-time faculty teaching 40% load and above are currently paid for 18 hours per semester, or one hour per week.

_____ c. Same rate of pay for lectures and lab.

Note: Many labs require as much or more work that lecture courses. Paying labs at 75% of the lecture rate is inconsistent with the amount of work required.

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

Note: The advancement of PT faculty is every two years, and after teaching 15 semester units. Our salary schedule for part time faculty has 14 steps, but it takes a significant amount of time to move up based on the current method of advancement.

_____ e. Higher pay for short term substitute teaching.

Note: By definition, a long-term substitute teaches more than 10% of the course and is paid on their regular step/column. Shorter term substitute teaching is paid at a much lower rate: step/column A-4 of Schedule B-3.

6. Select your TOP TWO priorities from questions 4 and 5 combined.

- 4a
- 4b
- 4c
- 4d
- 4e
- 4f
- 5a
- 5b

- 5c
- 5d
- 5e

Note: your top two priorities can come from either question or both.

7. Select your BOTTOM TWO requests from questions 4 and 5.

- 4a
- 4b
- 4c
- 4d
- 4e
- 4f
- 5a
- 5b
- 5c
- 5d
- 5e

Note: your bottom two priorities can come from either question or both.

8. Identify work in which you engage that goes beyond FLEX hours, office hours, prep time, classroom time or student contact hours, or (for full-time) the five hours per week that you put towards participatory governance. Please check all that apply:

- Participation on more than one committee or task force.
- Peer evaluations
- Curriculum Development
- Program development
- Student Learning Outcomes and Assessment/eLumin
- Program Review
- Divisional Responsibilities
- Faculty to Faculty mentoring
- Marketing your program or courses
- Community building with local organizations
- Other please list: _____

Note: We are asking this question to argue for salary increases to compensate for the increasing amount of work that we do on a regular basis, and to help us to begin a conversation about job parity for part-time instructors.

9. **For part-time Instructors only:** Please rank the following “bumping rights” scenarios, from 1 to 5, with “1” being your most preferred. Bumping rights would be invoked as a result of a class cancellation.

- _____ 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.
- _____ e. No bumping rights at all (the current situation).

Note: Even if AB1690 is signed there will be flexibility in how it is implemented at the local level.

10. I am in favor of negotiating a retirement incentive for the 2016-2017 year.
 strongly agree agree neutral disagree strongly disagree

Note: The retirement incentive is an annual payment given to retirees for the first 5 years after they retire.

11. I am in support of the negotiation of release time for full-time department or program leads in disciplines that require the performance of additional administrative duties to manage their departments/programs.
 strongly agree agree neutral disagree strongly disagree

Note: Certain smaller programs with only one FT faculty member have substantial outreach and advisory responsibilities.