



Executive Board Meeting

Adopted Minutes

March 4, 2021

Table with 2 columns and 4 rows listing board members: Greg Baxley, Heather Tucker, Tonya Leonard, Amy Kayser, Elizabeth Lobo, Tom Patchell, Nancy Steinmaus, Roland Finger.

1. Approval of Agenda and Minutes

Motion- to approve amended agenda by Heather, 2nd by Roland, approved unanimously.

Motion- to approve the 2-18-21 minutes with edits by Tom, 2nd by Greg, approved unanimously.

2. Senate Report- Roland

- Approve special CoR meeting to focus on bylaws and constitution- next Thursday 3/11.
Request to get more PD Coordinator release time sent to Senate.
Union to negotiate for CMC faculty coordinator.
Meeting with Greg, Roland, Matthew Green, Mike Kinter, and Heather to discuss CMC position TBD.
No news from reorganization taskforce or Cynthia regarding AP 3725 after last CoR meeting.

3. Treasurer report (Elizabeth)

Stipends and gig worker rules
Scholarship update

- Balances: \$221,751.67 in Treasury. \$2,270 in COPE, of which \$280 is BOT.
1099 – waiting on guidance from lawyer.
Scholarship- budgeted for \$1,500. Katy Tomes Memorial- basic skills are different now because AB 705. Need to find way to reword the qualifications to match our current courses. We can consider offering to noncredit students taking CSS courses. Greg to contact Mark Tomes to ask his intent for the scholarship given these changes.
Hartwig Scholarship- paid 3 scholarship of \$350 this term. Paying out based on how much it earns and # of students who qualify for it.
If we wanted to start a new scholarship, minimum deposit would need to be 10K. This might be a good time to create a scholarship. Individuals can contribute via payroll deduction. This topic will be taken to CoR for consideration.

4. Negotiations update (Heather)

We can anticipate MOUs for fringe, one-time stipend, and evaluations this semester.

Fringe and retiree health proposals - Retiree health proposal was separated out. District agreed to fringe proposal and added COLA.

One-time stipend proposal-This is in support of faculty working above and beyond in COVID. District to accept CCFT proposal. The amount is substantial and more than other colleges.

Evaluations: Proposal sent to district-The edited evaluations will be accepted.

Service faculty, base workload hours and definition of "other and growth" hours

- This is the single article that the District opened. This might take to end of semester to make sure we are addressing all things. CCFT has items to counter - want to construct it with maximum flexibility. Instructional PT faculty are compensated for office hours, and service faculty need to have something comparable.
- Possibility we may need to change the initial MOU regarding office hours to include counseling and service faculty.
- CCFT asked for calculation on how the new formula would impact PT and overload. District is working on amendment to counter.
- We want to separate out Student Leadership and Instructional Designer.

NCC Coordinator proposal

NCC position- put forth something to expedite selection process. District agreed to get it back to us after Division Chairs review the proposal.

5. COVID return to class

a. Heather and Greg

- Greg sent out email with update to all CCFT members last week.
- District wants to get vaccines for college, but this will be done according to county time lines and rules.
- Greg brought forward this to the Board: areas where F2F instruction really important (skills based, welding, science labs) if we are faced with restrictions, District could decide that a lower number of courses have lower class caps. District can serve fewer students in a potentially better way.
- Precedent- EMT classes have been reduced to 24 from 30. Fewer students but efficiency increased and retention is better.
- This would demonstrate that we are trying something to get students back on campus and show they have options, which can boost morale.

b. Tom

- Tom surveyed divisions and estimates 39 F2F classes are scheduled for fall '21.
- The fall '19 schedule was rolled and Divisions encouraged to schedule 50% F2F. Biology has scheduled all classes F2F just in case. However, faculty aren't comfortable returning yet with current situation. Classes are lengthy and hands-on.
- Some departments want to offer F2F with reduction of course caps (e.g., Ceramics).
- Current messaging seems to be that if faculty want to be on campus, they need to make own arrangements. (current guidelines are at <https://www.cuesta.edu/covid-19.html>). Faculty want to see campus wide standards and guidelines including mask wearing, assigning and assessing classroom space, and screening students.
- District was asked for parameters on rooms (measurements and max students).
- Surveying students to see what they want is a good idea, but it may be too late to inform the fall schedule.
- Heather and Greg continue to meet with Jill and Jason to get more guidelines on safe return to campus.

6. Ratification of changes to Constitution and Bylaws (Greg)

There are still areas to revise such as the elections calendar. That would take more time, and it's important to ratify the changes to the Constitution and Bylaws so that we can have elections on the MOUs this semester. We can revisit further revisions at a later date.

**Motion** to move Constitution and Bylaws to CoR to discuss and vote on made by Amy, 2<sup>nd</sup> by Roland 2<sup>nd</sup>, 7 yes votes , 1 no vote.

7. PT faculty report (Nancy)

PT feedback on stipend issue indicated that the lower amount without having to file taxes is the overall preference. We need to wait on advice from lawyer.

8. Grievance and Investigations– Tom

1. District to use outside lawyer to investigate Title 5 complaint against faculty member.
2. One faculty may have an off-cycle evaluation because of concerns about how labs are being handled.
3. One faculty member given plan for improvement but is still asking for further investigation.

Meeting adjourned 4:48pm

Next EB meeting: 3-18

Next COR meeting ~~3-25~~ 3-11

Parking lot:

ADA accessibility and mandated DE training, DE certification Article 5.10 –compensation, Compensation for mandatory training Substitute pay scale (and timing), Edits to Article 5.7 Workload committee Can Legacy faculty be required to take DE training and compensation? Can DE certification be used for column advancement?