



Council of Representatives Meeting Agenda

Adopted Meeting Minutes

November 30, 2023, 3-5p.m.

Table with 3 columns and 6 rows listing various departments and their representatives.

1. Approval of agenda

Motion to approve agenda made by Jude, 2nd by Nancy, no objections.

2. Approval of minutes

Motion to approve 10-26-23 minutes made by Jude, 2nd by Galadriel, no objections.

3. President's Report (Baxley)

- The college is hiring a lot of faculty in spring. Deans and chairs working on schedules to be set in advance. Mike Kinter organizes faculty mentor program - there will be many requests for fall 2024. Interested faculty contact Mike Kinter mkinter@cuesta.edu. Greg to check to see if PT can be mentors, to count on flex contracts. If you are having trouble with flex contracts, let Greg and Mike Mogull know. All-member meeting next week 12/7 at 3 pm on Zoom, Dairy Creek Social after the meeting. It will include information about the 16-week calendar.

4. Vote on Nominee for Treasurer Position: Neil Higgins

- Neil Higgins has been nominated by the EB to complete the current treasurer's term, starting in fall 2024. Three faculty members were interested in the treasurer role. Two came to the last EB meeting to discuss it. It was a challenging decision between the two people. Neil teaches accounting methods and is familiar with software. Bylaws state that the CoR needs to approve nomination from EB when there's a vacancy. Neil will be training with Elizabeth this spring.

Motion to approve Neil Higgins as treasurer (to complete Elizabeth's term) made by Shelby, 2nd by Heather, no objections.

5. Negotiations (Members of Negotiation Team)

- Nursing faculty assignment hours
- PT faculty pay for Promise Day
- Fall '24 negotiation to start and membership survey will be developed.
- Next year's faculty compensation relies on enrollment growth. If we maintain 3.5% enrollment growth in spring, we will realize a 3% salary increase.
 - Concern about putting faculty in a position of marketing for the college.
 - Discussion about encouraging faculty to check in with students, and help with retention by creating a warm and welcoming environment
 - Discussed the idea of inviting prospective students to come and sit in on classes.

6. 16-Week Calendar Update (Baxley)

- 16-week Calendar workgroup developed FAQ on Canvas.
 - Example calendars for 3 years (2 different ones per year, one with a November break, one without)
 - The November break mirrors what Cal Poly and most local high schools do.
 - We would lose the flex days in October and start a week later. State rule that flex needs to be before or after a shortened term.
 - Didn't include a winter intersession in the calendar, but we could revisit this in the future.
 - Concern enrollment might not be high during winter break although AHC has intersession with good enrollment.
 - Overall, the shortened term will include an extra week off in summer and an extra week off at the start of the spring semester.
 - Comment that it's a lot of work for classes with labs for a small change.
 - Cal Poly will be moving to semester system in fall 2026, and our goal is to have a similar semester structure.
 - We need to propose our calendar a year in advance to get the Chancellor's office approval.
- Corequisite curriculum models will lengthen time for students in reduced semester, and it's difficult to keep them engaged currently during long classes.
- Canvas page doesn't currently have class examples for 6-unit classes, but that can be added.
- Plan to launch a survey regarding Thanksgiving break in a 16-week semester, including a question about finals week. That will greatly impact lab faculty.
- CMC classes are already 16 weeks. HS dual enrollment is variable with HS schedules.
- There were questions about whether it would affect 5 hours/week of committee work/service and office hours.
- Survey to faculty will be administered early next semester
- Share draft FAQ page with departments - Greg will send link to faculty.

7. Social Gathering (Shellhorn)

- Following All Member Meeting next Thursday, social hour at Dairy Creek to encourage more faculty interaction.
- Welcomes suggestions about how to increase social activities for faculty.

8. Division and Union Issues or Concerns?

- Counselor concern about salary inequity- how to move forward.
 - 11 month vs. 10 month salary schedule is inequitable and equates to a \$3000 difference each year.
 - The issue was brought up in 2015, not addressed, and now it's up again.
- CCFT is the authorized representative to make negotiations with the district.
- We can request CCFT's attorney review for legal issues- whether it's legal in terms of Ed Code and statute when handling CBA.
- Greg and Kat to discuss at future meeting.
- English- PT faculty manual/handbook

- Matthew Davis and Nancy had a workshop during flex days, and that information could be useful for inclusion. Progress hasn't been made on this, welcome information. It was recommended to get agenda for PT faculty orientation to assist with scope of information.
- Some faculty felt they had incomplete information when voting on contract- want greater transparency and more information available. Timing of the vote made it difficult for people to be fully informed.
- Student Development and Success- ESL faculty request that the Office of Instructional translate student written evaluation comments from Spanish to English because not all faculty speak Spanish. This applies mainly to the lower ESL levels.
- Applied Behavioral Sciences – concern about evaluation ratings and what the standards mean.
 - Different interpretations of excel vs. meet standards. New admin/deans reticent to give excel ratings.
 - If deans aren't treating faculty fairly, issue for CCFT. May want to minimize their role in evaluations.
- An interim dean believed that new faculty should not receive excellent rating because they had to show improvement for the following year.
- Evaluation form changes would need to go through the negotiation process and be voted on.
- Discussion included:
 - Focusing more on written comments and less on checking the boxes.
 - Concern about investing a considerable amount of work that wouldn't affect real change. Meets standards is a successful evaluation and doesn't affect employment records.
 - What can we do if there's a large discrepancy between the narrative and the ratings/scoring?
 - Concern why deans aren't taking faculty's evaluation as a recommendation to inform theirs.
- Deans evaluate FT faculty every 3 years.
- Faculty have 10 days to respond to evaluations.
- In future, we can discuss changing dean and peer evaluation form.

Other:

- Need for Testing Center- Alex didn't have recent update. We can we utilize NCC testing center for SLO students. Confusion about who is in charge of this. Admin is currently working on it.
- Used to have teaching assistants to help with tasks like grading. Some faculty support bringing back TAs.

9. COPE Update (Highhouse)

- Encourage faculty to donate money to COPE fund to support candidates.
 - Donations not to exceed 8 dollars/month, payroll deduction form on CCFT website.
- Feinstein vacancy- 3 candidates, Dawn Addis has endorsed Adam Schiff.
- Moms for Liberty- local group campaigning to have books removed from curriculum from schools.
 - Focusing on LGBTQ books.
 - Non-profit- so they can't go after books in public library, but they may have violated this.
 - They are invested in backing school board nominees. Important to monitor group's activities and potential effect on local elections.

10. Part-Time Faculty Update (Highhouse)

- If PT faculty teach 40% load, eligible for health benefits, open enrollment in January.
- Each semester includes 5 months of health benefits.

11. Treasurer Report (Lobo)

- Treasury \$138,149.73, COPE \$2,088.75 of which \$816 is BOT, Savings \$130,066.61
Membership is 226; FT- 119, PT- 107
- Budgeted no dues December
- PT reps will get stipends soon (PT faculty receive a stipend if they are a rep on CoR).
- If your stipend income exceeds \$600/year, it requires a 1099.

12. Grievance Officer Update (Patchell)

- Evaluations wrapping up.
 - Reminder that for in-person evaluation you don't need to give evaluator your online materials.
 - Evaluator added to your course- you can remove them after the evaluation time period.
- Hiring committees- pointers in the newsletter that will be coming out soon. Recommend everyone reads that. (see [CCFT Fall 2023](#))