



Council of Representatives Meeting

Adopted Minutes

August 26, 2021, 3-5 p.m.

Table with 3 columns and 7 rows listing various departments and their representatives. Columns include Applied Behavioral Sciences, Biological Sciences, Business Education, Engineering & Technology, English, Fine Arts, Kinesiology, Health Sciences & Athletics, Languages & Communications, Library/Learning Resources, Mathematics, Nursing/Allied Health, Performing Arts, Physical Sciences, Social Sciences, Student Development & Success, Student Services and Support, and Workforce Development.

1. Approval of agenda

Motion to approve agenda with modification of combining items #5 and #10 made by Heather, 2nd by Greg, no objections.

2. Approval of minutes

Motion to approve 4-22-21 minutes w/edits by Elizabeth made by Roland, 2nd by Matthew Davis, no objections.

- Addition in section regarding DSPTS concerns: A colleague made a suggestion to have DSPTS help students improve their ability to spell by working on spelling strategies, but that suggestion was not addressed by DSPTS.

3. Vaccine Requirement: Please see Jude Rock’s open letter and the Board’s Resolution 09-21 (Jude Rock, Baxley, and Tucker)

- While developing the vaccine requirement outlined by Dr. Stearns’ email, district consulted CCFT and CCCUE and looked at other college models.
Cal Poly’s mandate is stricter than our “requirement”. Cuesta chose testing option for those who are not vaccinated because it’s more flexible.
There is some concern that people will misinterpret what the policy is due to the language.
The details of implementation are still being worked out.
October 15th is deadline for policy implementation. This has moved very quickly.
Faculty need to know our role in implementing this requirement. District considering having an entry point. Union will make sure that faculty aren’t overburdened.
Thanks to Rosemary Wrenn and Jude Rock for sending messages to Dr. Stearns and BOT. Those communications helped push the issue.

4. COVID Issues, Concerns, and Updates (Baxley and Tucker)

- Instructional office is very busy receiving notifications and the resulting backlog caused problem in reporting positive COVID cases in F2F classes.
- Follow through with Dean if no response is received within a day. The Health Center (Nicole Johnson) has to get back to HR and faculty.
- There is mixed messaging about students on sports teams. Students telling F2F teacher that they need to quarantine but teacher not informed by Office of Instruction. Heather to follow up on this.
- COVID website outlines policy. Athletics under different guidelines, but there needs to be clearer communication.
 - Greg to check in that the website has the most current information.
- Math Division concerned with how to conduct class if students test positive within a short time frame.
 - Faculty have full autonomy to move class online for a day or two. Contact Chair, start conversation about how you can minimize exposure (e.g., move online for short period of time if needed.)
 - Districts position- we have advertised and enrolled students in F2F class, if we move online for a long period we are breaching contract with students. Discuss with your Chair/Dean- incidents can be addressed on case by case basis.
 - Best practice is to be flexible with students on quarantine especially if they are sick and during these times.
 - District is expecting us to be reasonable professionals in reporting COVID exposure.
- VPAA has said target is 40% max DE in spring/division

5. CCFT Budget: Please review Greg Baxley's 8/19/21 budget message and the 1.25% and 1.31% proposed budgets (Baxley and Lobo)

- Treasury: \$253,967, COPE: \$2,749 of which \$444 is for BOT
- Two budgets were presented for CoR to consider. The following issues were discussed:
 - CFT/AFT update per capita dues at this time of year. This year it's increasing, which would suggest that our dues rate should go up. Increased dues are impractical because of our sizeable COLA and reserve.
 - A reasonable budget has 6-9 month reserve.
 - The proposed budgets allow for a bonus month off from dues collection.
 - CFT formula funding is a grant to pay Greg and Heather to do work we would otherwise need to hire people for. It has been reduced to 6K.
 - Attorney has increased hourly rates and is requiring a retainer fee.
 - CCFT donated \$1,000 to help Erich Tucker after accident.
 - We haven't been billed yet for the employee release time from last year.
 - EB recommends creating a 40K endowment scholarship managed by Foundation that pays out every year from interest – parameters to be decided in future meeting.
 - Suggestion to separate the donations from the scholarship in the budget. We can consider increasing amount available to help faculty in hardship.
 - If we had to retract the month free dues, we could have a vote, or we could take money from savings (if we had unexpected expenses).

Motion to adopt the 1.25% dues rate and the 2021-2022 budget proposed as is made by Gary, 2nd by Matthew Davis, no objections.

6. Unforeseen consequences of the Student Evaluation revision in Spring 2021 (Baxley)

- Division and college averages for the student evaluation questions (Likert scale) will no longer be available, so there won't be data for comparison.
- CCFT didn't forward new evaluation form to be implemented over summer, and possibly not for fall, as VPAA office is understaffed.

- The averages may possibly affect those applying for early tenure. Those numbers aren't used to determine hiring of PT faculty or offering faculty classes.

7. Discussion of Reprographics outsourcing

Reprographics has been outsourced to ASAP (local reprographics company).

- Concerns:
 - Some faculty prefer having someone on campus and miss walk-in hours.
 - There was no faculty consultation about outsourcing reprographics, and communication was not clear about what is available.
 - Bookstore outsourced, but there is presence on campus.
 - Reps should ask divisions what their experience is with the current reprographics.
- Positive Feedback:
 - New online work order process was quick for faculty member.
 - One faculty brought a CMC packet to ASAP on South Higuera, and had a good experience.

8. Division concerns?

- Biology- faculty member is being required to allow a “cheat sheet” for a student who has trouble memorizing, which is to be approved 48 hours in advance. It is a workload issue, and difficult to monitor with online testing.
- There is an issue with name “cheat sheet”- sends wrong message about cheating to students.
- One rep pointed out that students who are DSPS designated really need these accommodations. It's important that we honor them.
- It would be helpful for faculty to learn more about why students need these accommodations.
- Other items to be discussed in future: lab rate parity and bumping rights for PT faculty.

COVID-19 sick leave supplemental from state

- If you know faculty who has COVID related sick leave deducted improperly, let CCFT know.
- Process for applying - notify HR you would like it taken from that instead of regular sick leave.
- HR trainings are required by state and federal agencies. Our district doesn't have ability to change it. HR agrees to look into postponing trainings until Spring '22.
- People uncomfortable teaching F2F don't want to be pressured to teach F2F.

9. Part-Time Faculty Update (Steinmaus)

- Job security ongoing issue- Nancy to survey PT faculty to assess possible future options e.g., Level 2 have leverage over Level 3, but it's complicated.

10. Treasurer Update (Lobo) (see #5)

11. Grievance Update (Patchell)

- Spring and summer issues to be reported at a future meeting.