



Council of Representatives
Adopted Meeting Minutes
March 31, 2022, 3-5 p.m.

Applied Behavioral Sciences (2) Elisabeth Deswart-A	Kinesiology, Health Sciences & Athletics (2) Nancy Steinmaus-P	Physical Sciences (2) Greg Baxley -P Jennifer Shellhorn-P
Biological Sciences (2) Laurie McConnico-A Lisa Schicker-P	Languages & Communications (2) Tony Rector-Cavagnaro-P Anne Schreiber-P	Social Sciences (3) Victor Krulikowski-P Mark Weber-A
Business Education (3) Randy Scovil-A Gary Rubin-P	Library/Learning Resources (1) Carina Love-A	Student Development & Success (1) Amy Kayser-P
Engineering & Technology (4) David Fernandez – P	Mathematics (3) Shelby Burnett- P Robert Schwennicke- A	Student Success and Support Programs (2) Lisa Curtis- A Susan Gossard-P
English (3) Tom Patchell -P Roland Finger -P Matthew Davis-A	Nursing/Allied Health (3) Heather Tucker-P Monica Millard-P	Workforce Development (1) VACANT
Fine Arts (3) Brittany Mojo-P Marcia Harvey-P	Performing Arts (2) Idona Cabrinha-P	Non-Voting Members Elizabeth Lobo-P, Treasurer-, Wes Sims-P Guest: Amelia Marini, Jude Rock

1. Approval of agenda

Motion to approve agenda made by Lisa, 2nd by David, no objections.

2. Approval of minutes

Motion to approve 2/24/22 minutes with edits by Gary made by Jennifer, 2nd by Nancy, no objections.

3. President’s Report (Baxley)

- Cuesta is planning a drive through Commencement in spring. Faculty encouraged to attend.
 - Several members suggest having walk through or outdoor event to be more environmentally friendly and personable.
- The state and county funding used to support COVID testing likely to end this summer.

4. Discussion: Review of recommendations from Hybrid Evaluation Taskforce. The DE additions to the face-to-face language are highlighted in yellow. Where clarification was necessary, any language that is new (that was either changed or added) has been highlighted in blue. (please see attached documents) (Mojo, Rock, Shellhorn, Marini)

- Taskforce met to create new evaluation for hybrid with goal of altering existing evaluations as little as possible. Two documents were created:
 1. Peer evaluation additions include:
 - Qualitative explanation about how course is divided among modalities.
 - 1D, 2C, and 3C had all questions from synchronous/F2F maintained with addition of questions from the online asynchronous evaluation that applied.
 - When faculty and evaluator meet, agree to what they will evaluate online. Clarify in the form what specific items will be reviewed.

2. Student evaluation
 - All of the questions are the same as F2F synchronous, except for the last two which pertain to the online component.
 - Feedback from Math Department- student and peer instructor evaluations should match.
3. Some members suggest that there be a component where students evaluate Canvas support – this is a question for Cynthia (how students can give feedback on their experience with Canvas).
4. Reps are encouraged to bring feedback on this evaluation form from divisions. Traditionally, evals are done in union, then go to Senate to get their feedback, but if reps get feedback from divisions, it can be brought as an informational item.
5. Discussion: Password protection for portions of CCFT website (Kayser)
 - Currently financial information is on the website for public to see, and external financial reviewer suggested making it more private. Union websites at several colleges do not publish that information or meeting minutes.
 - Important to have financial information available to members for transparency and incentive to join.
 - A plug-in can be installed on CCFT website to protect information, allowing access to members by using password/possible username.
 - Estimated cost is \$430- \$630.
 - Password/member directory – Treasurer (Elizabeth) to update and monitor regularly. CCFT manages the directory.

Motion to approve paying for plug-in to password protect financials, meeting minutes, and negotiation items on the CCFT website made by Marcia, 2nd by Tony, no objections.

6. Membership Drive (Tucker)
 - Recruited 10 new members.
 - Plan to continue drive annually and host more socials- either in person or virtually to connect with faculty and answer questions about union.
7. Election of Council of Representatives Co-Chair: If interested in nominating a candidate, please submit nominee's name to Thomas Patchell and Greg Baxley by April 18. Roland Finger is seeking reelection for the position.
8. Action Item: Approval of revised Division Chair Evaluation form (please see attachment) (Baxley)
 - 10 items would need to be marked as “needs improvement” for entire evaluation to be a needs improvement, which is similar to peer evaluation.
 - Greg to add # 18 “Maintains timely and effective communication with staff and faculty about division matters.”

Motion to approve Division Chair Evaluation form as amended by Lisa, 2nd by Victor, no objections.

9. Action Item: Proposed CCFT Constitutional amendment that removes the term dates for the officers from the Constitution. The term dates for each of the officers will remain on the website. (please see attachments) (Baxley, Kayser)

Section 6: Election of Executive Board Members

a. The following CCFT officers will be elected in the spring semester, as designated in this section, by the membership of the organization. Terms of office for officers shall be three years, commencing on July 1 after the election.

President

Vice-President

Secretary

Treasurer

Part-Time committee chair

Motion to approve the CCFT Constitutional amendment that removes the term dates for the officers made by Lisa, 2nd by Gary, no objections.

10. Clarification of sick-leave policies (Patchell and Baxley)

- Accrued sick leave has no cash value. STRS and PERS put the hours into calculation (years of service) so more days of work are calculated into retirement.
- Sick leave provisions are outlined in Article 6.5 in CBA.
 - Sick leave applies to mental health as well. Leave form doesn't specify mental illness, but doesn't need to be disclosed.
 - A guide or flex activity for PT and FT faculty informing of benefits sick leave would be useful.
 - If FT miss only part of the day, you can take partial day sick leave. If a FT faculty miss all assigned duties, they can still work half day (4 hours) from home.
- STRS requires unused sick leave to be transferred from one district to another if you change jobs. Faculty need to initiate that request.

11. SIP update (Baxley)

- No update. Last communication was that Greg informed Melissa that the 5-10K offer wouldn't motivate faculty to retire. Melissa said she would discuss this with Exec but she hasn't reported anything back yet.

12. Division concerns?- N/A

13. Part-Time Faculty Update (Steinmaus)

- PT survey has been out for a month and is closing this weekend. Nancy to report back on results next meeting.
- Chairs should keep PT faculty informed if a late start class is cancelled they will have to pay back money.
 - This was deliberate decision by district to allow PT faculty to have earnings throughout the semester. Maybe could be an individual decision rather than policy.
- Suggestion to set up task force for collecting and presenting helpful information for PT faculty that could be presented on the CCFT website.

14. Treasurer Update (Lobo)

- Treasury \$150,860.96, COPE \$3,545.50 of which \$654 is for Board of Trustees

15. Grievance Update (Patchell)

- CCFT tried to get district to retain the PT Counseling faculty, but they are unwilling.
 - Counseling appointments down significantly.

- Positions were paid with categorical funding/grant that no longer exist.
- Other grievances being worked on:
 - Complaint against a FT faculty member for alleged hostile work environment
 - Complaint against faculty member for alleged use of racist language
- District offered to pay for legal fees to file Canguo's Visa application and have their legal council submit documents on his behalf. Still working with district to find long term solutions.
- Reps can communicate to divisions services offered by CCFT. We are obligated to represent all faculty at Cuesta, not just CCFT members.

Next CoR Meeting: April 28, 2022