



Executive Board

Adopted Meeting Minutes

Sept 1, 2022, 3:00 p.m.

Greg Baxley, President & Grievance Officer- P	Galadriel Bree Highhouse, COPE Chair- P
Heather Tucker, Vice President & Grievance Officer - P	Nancy Steinmaus, P.T. Faculty Committee Chair-P
Amy Kayser, Secretary/Communications Chair-P	Roland Finger, CoR Co-chair-P
Wes Sims, Academic Senate President – P	CoR Co-Chair- VACANT
Elizabeth Lobo Treasurer -P	

1. Approval of Agenda and Minutes

Motion to approve agenda with additions made by Elizabeth, 2nd by Amy, no objections.

Motion to approve 8-18-22 meeting minutes with modification made by Greg, 2nd by Roland, no objections.

1. Senate Report

- Senate discussed new Acting Dean positions:
  - Can they serve as Senate appointed faculty members on committees?
    - Some concerned about the appearance of conflict of interest.
    - No clear consensus after discussion at last Senate meeting.
    - No current policy, so Senate will vote on policy at next meeting.

2. Treasurer Report (Elizabeth)

- Treasury \$140, 288.46, COPE \$3, 577.50, \$BOT 773, savings \$100, 023.02
- CFT State Council (CFT COPE) conference will be in LA October 7-8.

3. COVID protocols and sick leave

- Faculty who switch to remote instruction don't need to take sick leave if they get COVID.
- Current COVID protocols on Cuesta webpage
- Instructors should stress to students not to attend class if sick.
- There is no campus wide mask policy. However, if someone has been exposed to COVID, masks are required for 10 days per public health policy.
- Exposures haven't been communicated in timely manner. Greg to discuss with Jason and Melissa about quicker turn around.

4. Compressed calendar

- Administration is advocating for compressed academic calendar. Cal Poly is moving to semester schedule and Cuesta would like to align.
- Greg contacted faculty Union at Cal Poly.
- Possible joint Senate/CCFT task force could develop compressed calendar proposals for administration feedback.
- Jill has suggested three 16 week terms, but that may not align with Cal Poly or meet STRS requirement of 35 instructional weeks.
- Potential contract reopeners such as lab/lecture loading could be considered in relation to compressed calendar.

- Some colleges have not extended lab time in compressed calendars.
  - Adequate lab space/times in shortened calendar is concern.
  - Some colleges have special provisions for courses with time requirements (e.g., EMT, nursing).
5. PT-faculty discussion/report (Nancy) – no updates
  6. Grievance Officer positions and alternates (Greg)
    - CoR appointed Greg and Heather as interim Grievance Officers this semester.
    - In cases of possible conflict of interest:
      - CFT Field Rep Shannon Wilson is available to represent faculty member.
      - Former CCFT Grievance Officers also available.
        - If services are needed, they will be compensated for their work.
      - CoR to inform faculty that we have back-up and if they need representation to contact EB member.
  7. Welcome Bree as COPE chair (Greg)
    - a. District 4 Trustee
      - CCFT voted to endorse Adrienne Garcia-Specht in meeting 8/25/22.
      - Pete Sysak responded to email but didn't address questions about equity and supporting faculty.
      - BOT election directly impacts all faculty. They can donate directly to Adrienne's campaign.
      - Other ways to support campaign:
        - Student organizations such as Latina Leadership Network
        - Faculty who live in District 4 - yard signs, door to door
        - Highlight her in Newsletter before Oct. 10<sup>th</sup> when ballots go out.
      - Dawn Addis has asked for another donation.
      - Encourage faculty to donate more to COPE fund (e.g., small additional paycheck deductions).

**Motion** to donate \$500 to Dawn Addis for general election and \$3000 to Adrienne Garcia-Specht for BOT made by Roland, 2<sup>nd</sup> by Heather, no objections.

8. Negotiations (Heather)
  - a. Survey
  - b. List of items

- Heather presented draft of negotiation item prioritization survey made in Survey Monkey.
  - Survey to ask for input from all faculty, but they identify if they are CCFT member on form.
  - Possibly add membership application link to survey.
  - Annual charge for Survey Monkey- \$384
    - We could use it for polls near elections and feedback on compressed calendar.
- Important to include background information/explanations around items included in survey.
  - hyperlinks to documents/webpage
  - send out information to inform people before they take the survey

**Motion** to reimburse Heather \$384 for Survey Monkey subscription made by Greg, 2<sup>nd</sup> by Elizabeth, no objections.

- There is also list of cleanup items not included on survey (e.g., align with Ed Code changes.)
- Heather to share survey draft with EB for feedback.
- Greg to look at comparable colleges fringe benefits.

- District has financial concerns because hold harmless status is ending and future funding uncertain. Negotiating for COLA might be good strategy.
  - Current contract runs through spring '23, so negotiations for contract starting next fall.
  - Rough timeline:
    - List of CBA articles that CFT would like to open go to October or November BOT meeting.
    - Negotiations occur late fall and/or early spring.
    - CCFT votes on CBA by end of academic year.
9. Fall Newsletter (Amy)
- Amy to work on shorter newsletter earlier in semester to highlight BOT election, Galadriel as COPE chair.
  - CCFT webmaster Marilyne not currently working on plug-in discussed last semester.
    - Suggest meeting to talk about account ownership/management
    - Randy Scovil possible contact
10. Acting Deans (Heather)
- There was no MOU for acting dean position, and district is treating this as faculty position.
    - Compensation is coming from instruction.
  - Heather to meet with District to get something in writing so that process is clear if issues arise.
11. Random updates (Greg)
- Dues rate decrease has been formalized by district.
  - CMC coordinator- no counseling presence at CMC.
  - New hybrid evaluation forms likely in place this semester.
  - Foundation wants to borrow room 1701 for photography.
    - This has been a space for CCFT meetings and documents/files before COVID.
    - Meeting space no longer needed, but safe storage necessary.
    - CBA states that district needs to allocate a storage space for CCFT.
  - Elizabeth to find out how long we need to keep treasury documents.
  - Student workers could be tasked with project such as scanning old contracts.

Future discussion items:

12. Lead faculty incl new CTE program in theater and AVMT (Heather)
13. Lab/lecture workload
14. FSA review (no update)

Next EB meeting: Sept 15

Next COR meeting: Sept 22

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 load bank clean up Can Legacy faculty be required to take DE training and compensation? Can DE certification be used for column advancement? More control over dean-initiated off-cycle evaluation, like VP of HR approval or some kind of just cause clause? Service faculty loading, retiree benefits