



Executive Board Meeting

April 2, 2026

Adopted Minutes

Greg Baxley, President – P	Galadriel Bree Highhouse, PT Faculty Committee & COPE Chair-P
Mike Mogull, Vice President – P	Jude Rock, CoR Co-chair – P
Amy Kayser, Secretary/Communications Chair-P	Jennifer Shellhorn, CoR Co-Chair -P
Erich Tucker, Academic Senate President –A	Tom Patchell, Grievance Officer – P
Neil Higgins, Treasurer – P	

1. Approval of Agenda and minutes

Motion to approve agenda made by Jen, 2nd by Mike, no objections.

Motion to approve 2-5 minutes made by Neil, 2nd by Greg, no objections.

2. Senate Report (Erich) - **No report**

3. Embedded tutors-support for senate resolution?

- No update in SSC about funding and whether it will continue. Currently- grant money pays for embedded tutors.
- Greg learned before spring break that Cuesta may no longer fund embedded tutors in fall 26 unless they are in an AB 1705 course like English or Math. It was also announced in Instructional Cabinet.
- Resource plans have already been submitted. VPI doesn't seem to support having tutoring costs as part of divisions - shouldn't be something departments should have to fight over if state is willing to pay for it.
- Neil has been talking to his dean about ways to track/document the work of embedded tutors to turn it into revenue stream for college. They can use similar system to those tutors at the Student Success Centers.
 - College already get apportionment for students enrolled in a class. The state may not allow us to get apportionment for tutors at the same time.
- Some schools use virtual tutor centers. Embedded tutor doing a zoom call has to be under supervision of the tutoring center.
- Senate may have resolution and wanted to know if CCFT would support it. Not strictly a workload issue. More of a Senate issue- they could organize faculty, and students to speak at a BOT meeting.

4. Lead Negotiator position next year

- Next year, Mike is stepping down as VP/Lead Negotiator. Matthew Davis will be new VP, but he's not interested in being Lead Negotiator.
- Constitution calls for president to nominate someone to be Lead Negotiator and for EB to recommend that person to CoR.
- Currently, Greg is serving that role. Greg to send email to faculty who have previously been involved in negotiations to see if they are interested. We can have a nomination for the 4/23 CoR meeting.
- The recent tasks have included:
 - Working with district team to come up with compromise position on using PT as peer evaluators. FT will have 3 evaluations or hiring committees before PT faculty are assigned. It sounds like a lot, but it was already happening. FT TT limit is 2.
 - Working with service faculty on Appendix G timelines.

- Job description work.
 - Working on changing step placement for work experience faculty. It involved reviewing timesheets over last 10 years and coming up with a formula.
 - Working to get TAs and MOUs processed, more difficult because we don't have a VP of HR this year.
 - Writing proposals, doing research.
 - Maintaining calendar of how negotiations are progressing, writing agenda for the meetings.
 - The team helps review proposals- others have helped on certain areas.
 - Work is unpredictable, and some semesters are easier than others. Position comes with 3-unit release time. It's a good experience. Do a lot of good- see a side of the college you don't normally see.
5. Negotiations update
- PT faculty as evaluators (agreed to extend MOU, one caveat)
- Appendix G timelines (accepted, District suggested timeline for service faculty)
- Job descriptions (two changes from our last draft)
- WEXP faculty step placement (District investigating, probably good news)
- Still need TAs and signed MOU
- Erich has a couple of concerns about job description.
 - Greg reviewed the suggested changes. One line is about student retention and persistence- there are a lot of factors that impact this other than teaching.
 - This line seems problematic: *Utilize inclusive and evidence-based teaching practices designed to support student retention, persistence, and achievement of course and program completion goals*
 - Prohibits faculty from doing something new. It doesn't feel right for what they want based on the language.
 - "evidence based" was used for AB 705 to eliminate classes that were helpful for students.
 - Greg can ask why they want this and express concern about evidence-based and persistent and retention beyond what we can do.
 - Propose change- *utilize inclusive, evidence-based, or innovative teaching practices designed to support student success.*
 - Todd Hampton and Jason are currently out of office. Goal to get TA to elections committee by week of the 13th and have election before finals week and go to June board instead of May.
 - Amy to contact elections committee and let them know that we are still waiting on the TAs.
 - Discussed whether to pay EC for one election or two. For EB officers, there was no election because there was only one nomination for each position.
 - We need to establish a process to allocate stipend for situations where there is a nomination but no election.
 - It still requires work, but less than a full election. We need to establish a process and will discuss this at a future meeting.
 - Need to communicate clearly to EC members of the change in future.
6. Committee sign up list: meeting dates?
- Meeting dates weren't adjusted to the 16-week calendar.
 - If faculty signs up but can no longer attend, then what can we do?
 - As long as people are doing committee work within their division or college wide, it's OK with district.
 - Next two years, there likely will be flexibility because of the way the governance structure is going to change.
7. Request to increase mileage allowance for spring 2026 due to fuel prices
- Faculty member requested this and believes 2.5% increase this year wasn't enough to cover current gas costs.

- We pay the IRS rate that is updated annually. They adjusted it once in the middle of the year in 2021.
- Current political pressure to change it right now. Suggest waiting for IRS to change it.
- That section of the contract is not open right now.

8. Canvas peer and manager evaluation process (Greg)

District interested, Cynthia W. and Matthew F. working on a draft

- Evaluation process for DE guidelines. They are working on a draft and want to present to CoR in two weeks.
- Document that provides guidelines for evaluators in reviewing DE courses. This has come up in CoR- concerns that deans are looking outside the parameters (e.g., all modules, unpublished pages).
- They want to put RSI components and guardrails that set boundaries about what material can be used in evaluation. Suggest that faculty go through the Canvas course and outline what they could look at.
- Maybe start out as optional and if it works ask to include it in CBA.

9. Treasurer (Neil)

- Bank accounts: total \$361,529, savings \$292,474, COE \$6642 of which BOT is \$2,450
- Lawyer bills very low. Tom has had brief interaction with him so hasn't had to consult him that much.
- We are doing well. Extra money in checking account, Neil to move some in savings.
- Expenses coming up: paying EC committee, PT members of this committee and CoR.
- Audit is needed. In the past Susan Kline did those. Previously we put out a call. Possibly Kerry Bailey, or PT in accounting. Neil to write up a blurb about what skills are needed, and Greg will send to faculty as an open call.

10. PT faculty discussion (Galadriel)

- Next Thursday- PT faculty meeting. No one showed up last time.
- May 7th, 5pm – unemployment training for faculty who don't teach K-12. She will send out emails.

11. COPE (Galadriel)

12. Grievance Officer updates (Tom)

- Title 9 investigation in Allied Health with 4 LVN faculty/large investigation. Tom sitting in on interviews and started second round.
- Two Title 9 complaints against faulty by students. We can ask for their names though they are anonymous.
 - One of them is close to being resolved. PT instructor is willing to resign. That PT is retired faculty from another university. Waiting to hear back from district legal team. David gave guidance on this.
 - District is obligated to investigate. If instructor resigns, they can't investigate. Student email/complaint statement.
 - First interview in other case with FT faculty, still anonymous. Word document and photo can serve as official complaint. Meeting with lawyer tomorrow.
 - Tom got permission to have both faculty allowed to come on campus

Other

- CoR agenda format- standing reports seem helpful. They will persist with that format.
- Possible CCFT meetings with new calendar. Time blocks go late into afternoon on Thursday (1:30-4:35). Challenging to schedule meetings. Will discuss at future date.
- SBCC – negotiations since last fall. 2 weeks ago BOT responded to COLA proposal- 0%. They aren't doing any COLA, but they did give raise for superintendent president. 12.5% paid over 4 years.

- Amy to send out newsletter next week - faculty may use the tech information now.

Email exchange and vote 4/14 – 4/15/26

Motion to nominate Greg Baxley for Lead Negotiator for next year made by Mike Mogull, 2nd by Jen, no objections.

Next EB meeting: April 16, 2026. Next COR meeting: April 23, 2026

Parking lot: Catastrophic Leave Bank ADA accessibility and mandated DE training, DE certification Article 5.10 –compensation, FSA review additional Health care plans,

New PT faculty evaluator language:

A temporary faculty member will only be assigned as an evaluator after all eligible full-time faculty members in the division have been assigned to a minimum of 3 evaluation and/or hiring committees (2 for tenure-track or FT temp faculty) for the semester, or upon approval by the dean in special circumstances such as discipline expertise, FMLA leave, or reduced loads.