



Executive Board Meeting

Aug 15, 2024

Adopted Minutes

Greg Baxley, President – P	Galadriel Bree Highhouse, PT Faculty Committee & COPE Chair- P
Michael Mogull, Vice President – P	Roland Finger, CoR Co-chair-P
Amy Kayser, Secretary/Communications Chair-P	Jennifer Shellhorn, CoR Co-Chair -P
Alex Kahane, Academic Senate President – P	Tom Patchell, Grievance Officer -P
Neil Higgins, Treasurer – P	

1. Approval of Agenda and minutes

Motion to approve agenda made by Jen, 2<sup>nd</sup> by Roland, no objections.

Motion to approve 4-18-24 minutes made by Greg, 2<sup>nd</sup> by Jen, no objections, 1 abstention.

2. Senate Report (Alex)

- First senate meeting of the semester – Friday 8/23.
- District not interested in dual enrollment faculty position.
  - Faculty believe this is a need with the growth of dual enrollment.
  - Alex met with Kristina to get feedback.
  - District may not understand exactly what we were asking for and position description can be clarified.
- SSC embedded tutor program changed the faculty responsibilities without consulting faculty.
  - Alex to discuss the importance of getting faculty input at Summit.
  - Greg spoke with Dr. Coria about allowing faculty more flexibility.
- Proctoring Services
  - Fall schedule omitted services on Mondays and Fridays. Monday would be preferred even with limited hours. Alex to follow up on this.
  - They have added cubbies and cameras per faculty feedback.
  - Faculty would like a quicker turn around regarding mailing back exams.
  - District needs to hire someone to do this work.

3. PT faculty discussion (Galadriel)

4. Summer Review (Mike)

- The vacant Library Division Chair position was unable to be filled.
  - Neither FT Library faculty member wanted the position and Dean can't fulfill this role.
  - Position is now open to all tenured FT faculty to apply.
- Affinity program hiring committee was established.
- Mike getting data about Counseling job descriptions from other campuses to help with negotiations. (e.g., range of pay, days of work, working conditions, contract)
- MOU for 3% raise this academic year was approved in July.
- CCAP coordinator position is not supported by district.
- Able to save .2 reassigned time for Senate positions.
- \$5,000 offered to retirees is ongoing and expected to continue. Faculty must declare intent to retire by 2<sup>nd</sup> Tuesday in September.
  - CFT recommends that we don't bargain extensively for retirement benefits. It doesn't help current membership and can be divisive.
- Concern about SSSP lack of knowledge regarding faculty responsibilities (e.g., district forgetting what had been previously discussed). Faculty off contract in summer.

## 5. 16-week calendar update (Greg)

- Alex and Bret Clark did work over summer with district team.
- District supports common block scheduling with common start and end times.
- Discussed what to send to Chancellor's office to get approval.
- District put off any work until September 5<sup>th</sup>.
  - Instructional Cabinet meeting- give information to Division Chairs to distribute to rest of the faculty.
  - Working grid was developed in early June, and not much progress since.
  - Need to reach out to certain areas that have time requirements and special classrooms.
- Two things need to happen: the state needs and then faculty need to approve the calendar.
- Jill's goal was to align our calendar with Cal Poly.
  - They recently proposed a three 15-week semesters year-round calendar, which was not received well.
  - Jill has suggested year-round trimesters where faculty pick 2 out of 3 to teach.
- Important that we focus on what's best for our students and college.
- We can't have anything less than a 16-week semester according to state guidelines for CCC.

## 6. Treasurer report (Neil)

- a. Bank change?- would like to stay local
  - b. Membership and unit member database
  - c. Info from Treasurer trainings
- Neil shared budget report- CCFT brought in more money in dues than proposed and spent less.
    - Spending less because legal fees low, no conferences, less in employee stipends
  - The work to be done:
    1. Clean up member database
      - Database of members is kept in Filemaker Pro, which is outdated.
      - AFT has own database, AFT Connect. Their records are not consistent with our local records, which affects our AFT dues. Greg and Neil working to update member database and tracking.
        - We can make membership forms linked to the website, so new members are automatically added to database.
        - Usually two people can get access to database (currently Neil and possibly Greg).
        - We have a lot of data that we probably shouldn't have stored up over the years in case we get hacked.
        - New database file should include Cuesta/Banner employee IDs.
    2. Find a more suitable bank
      - Mechanics doesn't do well with online banking, and we would like to move to electronic processes.
      - Neil to investigate local banking options.
    3. Work on changing banking processes such as electronic checks.

**Motion** to switch to AFT database as the main member tracking database for CCFT made by Neil, 2<sup>nd</sup> by Jen, no objections.

- 1 PT faculty needs \$500 stipend from hiring committee over summer.
- Neil to create budget for current year and send to EB.
  - Continue with no dues May and December.
  - We had many retirees and new members joining. Need to see numbers coming in first before deciding about how much we can spend.
  - Wild card – legal fees. 7 years ago, we had no savings because of fact-finding and arbitration.
- CFT offered to send statewide reps to Cuesta to meet with our union and classified union. 9/6- we could spend some money on food for membership gathering. Greg to talk to CCCUE.

7. CCFT endorsement of Clint Weyrick, Grover Beach City Council

- Clint is a long-time supporter of higher ed, works with Senator John Laird, and has asked us for his endorsement. He visited last CoR meeting.
- Reps wanted to wait until the filing period was up to announce endorsement. He is running unopposed but wants our endorsement.
- This will be added to next CoR meeting 8/22/24 for vote.

8. COPE (Galadriel)

- HR trainings done at other institutions can count at Cuesta.
  - When PT faculty complete trainings at other institutions, they can send HR a copy of the certificate of completion for those trainings.
- Legislative bill to increase PT load is going to the governor's desk.
- Greg to check with HR about adjunct reassigned time possibility.
- School districts have several positions open. [candidate-list-f8ba0558ee599554e5da3e34168d4106](#)
- Drive through Trump rally this weekend Santa Maria to Paso Robles
- Galadriel to invite Dawn Addis and other candidate for a town hall
- Galadriel helped some PT faculty with filing unemployment over summer.

**Motion** to award a \$250 stipend for Galadriel for work as PT faculty liaison over summer made by Greg, 2<sup>nd</sup> by Jen no objections.

9. Grievance Officer updates (Tom)

Busy summer with 3 cases.

- Athletics faculty investigation is still ongoing.
- Met about the Library Chair position. CCFT opposed having Dean oversee the library.
  - Conflict resolution specialist requested by faculty but disagreement between faculty and admin about potential candidates.
- Faculty member being investigated at CMC for using inappropriate racial term verbally and in writing. HR is investigating in-house.

10. Upcoming negotiations

- MOU for PT faculty to evaluate other PT faculty in the works.
- Discussion included:
  - Training for PT/FT for doing evaluations - possibly something in Canvas
  - Pros and Cons of proposing an evaluation cap for FT faculty (e.g., no more than two per semester or by mutual agreement).
  - Allowing PT faculty to evaluate others in related disciplines.

a. Survey?

- Would like reopeners decided by August 27<sup>th</sup>.
  - Article 4 - compensation, work hours, Article 7 - evaluations, possibly Article 13 - grievances
- Discussion included:
  - Whether faculty would prefer salary increases in equal dollar amounts or percentages
  - Past faculty survey and questions [CCFT Fall 2018 survey \(google.com\)](#)
  - Cuesta has a large reserve: unclear how much can be allocated to faculty pay increases, and whether that increase should be a one-time payment or in the salary schedule.
  - Thinking about what the district might ask for and what we might be willing to concede.
  - District will be interested in service faculty, and coaches (hiring and evaluation).
  - We can consider asking for compensation for PT faculty to do committee work e.g. PT faculty at large on campus-wide committees.

b. Service faculty hours

c. (no updates):

d. NC Coordinators (evaluation, # of positions and/or compensation, duties)

e. Workplace violence training module

Other items:

- VPAS hiring committees needs CCFT rep if anyone is interested.
- We will need to reapportion # of reps for divisions that have changed (e.g., Physical Science and Math), but we don't have the # of faculty right now.
- CCFT dues rate is 1.2 %
- PT faculty had social media accounts for Cuesta student accounts and was unwilling to share passwords. Cuesta media accounts should be managed differently.

Next EB meeting: 9/5/2024      Next COR meeting: 8/22/2024

Parking lot: Catastrophic Leave Bank ADA accessibility and mandated DE training, DE certification Article 5.10 –compensation, Compensation for mandatory training, Can Legacy faculty be required to take DE training and compensation? More control over dean-initiated off-cycle evaluation, like VP of HR approval or some kind of just cause clause? FSA review Rotation for PT serving on district hiring committees. CMC compensation, additional Health care plans