



Executive Board
Adopted Meeting Minutes

Jan 19, 2023, 3:00 p.m.

Table with 2 columns and 5 rows listing board members: Greg Baxley, Heather Tucker, Amy Kayser, Wes Sims, Elizabeth Lobo, Galadriel Bree Highhouse, Nancy Steinmaus, Roland Finger, Jen Shellhorn, Tom Patchell.

1. Approval of Agenda and Minutes approve Minutes from 12/1 and 12/15

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

Motion to approve minutes from 12/1 and 12/15 with minor changes made by Greg, 2nd by Nancy, no objections.

Please send feedback/and or additions to Greg when he sends out draft agendas.

2. Senate Report

- OER Coordinator – Senate plans to create position without mention of stipend and reassigned time. After Senate approval, bring to CCFT to negotiate funding.
State Senate recommends 20K in grant money go towards this position.
College Council meeting next Tuesday will choose Faculty co-chair.
Proctoring issue- brought to Summit twice.

3. Treasurer report, compensation for PT faculty on College Council (Elizabeth)

- 260 members; 132 FT and 128 PT, Treasury \$152,905.97, Cope \$380.50, of which \$220 is BOT Savings is \$100,038.06
Q2 reports emailed to EB members.
Budget is healthy and we budgeted transferring 20K to savings, but we have enough to move an additional 10K. Elizabeth to transfer 30K to savings account.
Grievance officers- only one officer has been paid. Greg to contact them regarding their volunteer stipend.
Compensate Elisabeth Deswart on College Council, they meet every two weeks.

Motion to pay Elisabeth Deswart \$1000 per semester for serving on College Council made by Greg, 2nd by Jen, no objections.

- COPE account was registered incorrectly (as state not county jurisdiction). This resulted in a large fine for incorrect document filing. Problem has been solved, and CCFT’s COPE account is now registered correctly as county jurisdiction, which means we can’t spend more than 30% of funds on out of county elections.
Lesser fine of \$480 was charged due to late filing fee.
CFT needs to provide more comprehensive training on these complex issues.

Motion to pay \$480 fine to Secretary of State’s office made by Heather, 2nd by Jen, no objections.

- Discussion about setting up a COPE fund for state races – topic to bring up at future EB or CoR meeting.

#### 4. Faculty fundraiser update (Greg)

Raised over \$5,000 for faculty member. He has been fully reinstated as of 12/20.

#### 5. PT-faculty discussion/report (Nancy)

- Big agenda for negotiations, important to focus on top priorities right now.
- Implementation of health care for PT faculty, communicating with faculty to help enroll.
- Some domestic partners/spouses may be able to opt out of coverage and get a pay out
  - only if they are covered by their spouse in the same district- SISC requires 100% participation.
  - hire date before 2006.
- Most districts don't do cash in lieu of healthcare coverage.
- Healthcare goes through summer.
- PT faculty are eligible for health insurance if they have an average load of 40% in the past 2 semesters. They can drop below 40% for one semester and still retain their eligibility for coverage.
- If PT faculty has load under 40% two semesters in a row, they are not eligible for health insurance

#### 6. Elections Committee recruitment (Greg)

Reach out to members to recruit for elections committee. PT or FT get stipend for being on it. \$500 per semester where an election is held. Ron Clark is interested in serving on election committee.

#### 7. COPE (Galadriel)

- No COPE update.
- Road closures can cause additional travel expense since faculty may have to driver further.
  - This is not in our CBA. Section of contract is not open right now.

#### 8. Spring officer elections

- Officer elections for Treasurer and VP, and PT Committee Chair
- Contract ratification election
- If we have two elections, we may need to pay election committee more.

#### 9. Membership drive and social hour(s) (Heather)

- 14 Starbucks gift cards from last year.
- Last spring membership drive ended right before spring break. Gave \$250 gift card in drawing. Propose we do same thing if budget allows.
- Heather to update flyers and bring back to next EB meeting.
- Socials- we did one during the drive, able to gather a lot of feedback
  - One to be via Zoom because more PT participation and one in person.
  - Heather to look at potential dates.

#### 10. CFT Convention March 17-19 (Greg)

- To be held in March, before spring break in San Francisco.
- EB officers can attend as delegates without an election.
- There is option of non-EB attendees as delegates. They would have to be elected into that role
- Greg plans to attend, Galadriel, Nancy, and Tom interested.
- Greg to investigate the # of delegates we have.

#### 11. Negotiations (Heather)

- a. Reopening articles from district
- b. Service faculty
- c. new CTE program in theater and AVMT (Heather)

- PT healthcare has been implemented.
- Extended MOU for Service Faculty item, still negotiating with management on scheduling issues.
  - Service faculty have some remote days and increased student contact hours.
  - The continuing negotiations will allow for time to gather useful data for future negotiations.
  - Determining what counts as student contact hours (e.g. student communication such as emails)

- Dual enrollment- still need to meet with district (joint)
- Align Chairs/divisions with reorganization (district item)
  - Placement of Ethnic Studies
    - FT faculty feeling pressure of not being in a division
    - no mechanism for program being placed in a division
    - Heather met with faculty who asked for representation, so union is aware of extra workload.
- Lead faculty- need to look at what programs require more work.
- Lab/lecture parity
- Retiree health benefits
  - Greg has researched retiree health benefits in other colleges across the state.
    - Most offer health benefits from age 55-65 with service requirement; some offer it for life.
    - CCFT is requesting much less than what other district have, and data supports our position.
- Greg is collecting data also on FT salary and PT salary and steps for point of comparison for compensation negotiations.

12. Grievance Officer updates (Tom, Heather and Greg)

- Two cases from fall 2022 have been resolved with no findings.
  - Complaints not substantiated, no appeals will be made.
  - Nothing happens to those who make the claim even if unsubstantiated.
- Tom recommends faculty complete student incident reports for documentation- bring topic to next CoR meeting.

Future discussion items:

13. Lead faculty
14. FSA review (no update)

Next EB meeting: Feb 2, 2023

Next COR meeting: Jan 26, 2023

Parking lot:

ADA accessibility and mandated DE training, DE certification Article 5.10 –compensation, Compensation for mandatory training 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? retiree benefits, higher interest account for legal fund. Term limits for trustees? Rotation for PT serving on district hiring committees.