



Executive Board

Adopted Meeting Minutes

February 15, 2024

Table with 2 columns listing board members: Greg Baxley, Michael Mogull, Amy Kayser, Alex Kahane, Elizabeth Lobo, Galadriel Bree Highhouse, Roland Finger, Jennifer Shellhorn, Tom Patchell.

1. Approval of Agenda and minutes

Motion to remove items #4 and #5 made by Elizabeth, 2nd by Jennifer, no objections.

Motion to approve revised agenda made by Jennifer, 2nd by Elizabeth, no objections.

Motion to approve 2-1-24 minutes made by Jennifer, 2nd by Elizabeth, no objections.

2. Senate Report (Alex) - no report

3. Treasurer report (Elizabeth)

- Treasury \$144,300.59, COPE \$2,644.75 with \$1,032.00 toward BOT
123 FT, 110 PT members
CFT Summer institute being offered, location TBD.
Training for new treasurer, Neil Higgins, TBD.
Catastrophic Leave Bank (CLB)
o CCFT manages and approves catastrophic leave for faculty.
o Elizabeth asked for the balance from HR.
o Previous CCFT VP was manager of CLB. EB should consider assigning responsibility to someone for account management.

4. Training for incoming treasurer (Elizabeth)

5. Catastrophic Leave Bank balance (Elizabeth)

6. COPE (Galadriel)

- CA Attorney General sent legal alert about not forcing students to out themselves in public schools, emphasizing the importance of confidentiality.
CFT Online Voter Guide (yourvoter.guide) - information about current propositions.
Primary is March 5th.
Resources for Black History Month available. March is Women's History Month.
Online equity trainings available.
Concern over deforestation in Nipomo and Cuesta South County campus development.
o BOT found that this was not a 10 +1 issue
o Topic to go to CoR meeting.
- More information is needed from both pro and con sides.
- Guest speakers to be invited to next CoR meeting.

7. Reporting bots to law enforcement (what has the District done?) (Tom and Elizabeth).

- Bots problematic this semester causing faculty to lose load, concerns about viability of late-start classes.
o Bots are taking spaces from students who want to enroll.
o Is it time for CCFT to file a complaint? FERPA would need to be considered.
o Greg, Mike, and Academic Senate should discuss this topic at next meetings with admin.

- IT- all they want faculty to do is drop students who have not shown up on census rosters.
- Poor communication from the administration regarding the scope of the issue, how many classes were affected and what actions they are taking.
- Galadriel to reach out to PT faculty to investigate extent of impact.

8. No communication from District or HR about the Keenan identity breach. (Tom and Elizabeth)

- Letters have been sent to faculty about an identity breach, but there has been no communication from the district.
- Reach out to HR (Cinda) for more information.

9. Changes to Division Assistant job. (Tom and Elizabeth)

- Historically- division assistants entered class schedules and assigned classrooms in collaboration with the division chair. Dean's assistants then took on class schedules. Now instructional specialists oversee schedules.
- The job has changed a lot, but faculty/chairs weren't involved in the evolution of this role.
- What can division assistants do regarding the scheduling? It should be clear what duties are and what is appropriate for the job.

10. Library faculty not being consulted about major library decisions. (Tom and Elizabeth)

- There have been major changes in the library and how it's being used without faculty input.
 - Students are to check in with ConnexEd. Everyone who walks in needs to sign in.
 - Clubs moved into the library space (affinity groups).
- AV updates in Physical Sciences are made despite the lack of faculty input.

11. CMC program management. (Tom and Elizabeth)

- Problems at CMC.
- District gave choice to faculty member to teach at CMC or have classes canceled even though faculty felt threatened. Tom filed a grievance.
- Mozell Person is now in charge of CMC instruction, but this has not been well communicated to faculty.
- Admin assistant at CMC quit; faculty liaison no longer has classes there.
- Instructors cancel classes without informing their chairs.
- Issues with CMC- parking lot on agenda. Consider negotiating for hazard pay for instructors out there.
 - Overall lack of professionalism.
 - Women are not respected or treated well there by COs.

12. Grievance Officer updates (Tom)

- CMC- 3 classes have been canceled, and a faculty member will pursue a private lawsuit. Tom is working on getting her late-start classes.
- Library faculty vs. classified staff issue being investigated.
- Issue in Athletics with student complaints

13. Winter stipend for Greg (Mike)

- Greg conducted extra CCFT work over the winter break. This included work on lab rate salary schedule, LVN/RN positions, and legal information for counselors.

Motion to award Greg a one-time stipend of \$1,000 for his work over the January '24 break made by Elizabeth, 2nd by Jennifer. No objections.

14. Negotiations update (Mike)

- a. Compensation for canceled sections due to bots.

2 FT overload assignments were canceled due to bots. Faculty were paid a prorated amount by district.

- b. Summer loading rights for full time faculty and level two part time faculty.

Unclear how to prioritize who gets offered classes in summer. Future- look at including something in the CBA.

- c. Lab rate and 2/3 lab rate salary schedules approved.

Other: Workload exchange to be put on parking lot. Right now form requires SS#, and it needs to be updated.

Next EB meeting: Mar 7, 2024 Next COR meeting: Feb 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