



Executive Board

Adopted Meeting Minutes

March 7, 2024

Table with 2 columns and 5 rows 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 approve adding NCC Evaluations for item #3 made by Jen, 2nd by Roland, no objections.

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

Motion to approve 2-15-24 minutes made by Tom, 2nd by Jen, no objections, 1 abstention.

2. Senate Report (Alex)

- Proctoring hours have been expanded on NCC and SLO. Encourage faculty to use the services. District reported that they are creating a new job description that includes proctoring responsibilities. Alex has not received an update on where they are in the process. Forum was held on fraudulent enrollment but not well attended. Proposal on the 16-week calendar will need to go to the Senate soon.

3. PT faculty discussion (Galadriel)

3. NCC Evaluations

- NCC Coordinators were notified that they were being evaluated this semester using the Division Chair evaluation form. This form didn't apply to their job description. Greg has collaborated with coordinators on developing a new evaluation form that reflects new job description, but it hasn't yet been approved. # of NCC Coordinators is in CBA right now. Tom was just notified that evaluations for NCC have been postponed until next semester.

4. 16-week calendar update (Greg and Galadriel)

status update, need input on survey questions, open forum dates

- State is changing rules for apportionment and the way student contact hours are counted. Concern work on calendar proposal is late for the fall '26 implementation. Greg has been asking for liaison from admin to chancellor's office. The application (packet of materials) needs to be sent to the state chancellor's office. Greg asked Jill who promised to provide support. There is lack of knowledge across campus about this and what the next step is for this to progress (e.g., is it union or admin). Jill reported that Cal Poly was intent on implementing three 16-week trimesters. Survey needs to be sent out to faculty soon and open forums scheduled.

- Discussed survey
 - Questions about details may not be best approach because they may evolve, and many details are not in faculty purview
 - Important to make sure that faculty know that when we have a shorter calendar, we will have longer class meetings.
 - Faculty need to be aware of broader/logistical implications of shortened calendar
- Discussed self-guided questions to help faculty decide or preparing a concise information sheet to inform voters.

5. ~~Spring social hour(s) (Jen)~~

6. ~~Treasurer report (Elizabeth)~~ Sent Via email:

- Treasury balance: 128,760.75, COPE: 2,644.75, BOT:1,032.00
- Savings:130,066.61
- Members: 234: FT=115; PT=119

7. Interim division chair (Greg)

should we sign an MOU for a division to have a 3rd year faculty become chair during their tenure year?

- No tenured faculty want to be chair in a division, and they are proposing that an untenured faculty member become chair.
- Discussion:
 - Tenured faculty have responsibility, and it would affect last year of tenure process.
 - Division Chair may need to advocate for their faculty with administration, and untenured faculty are not secure.
 - It could complicate evaluation process.
- Overall, there are too many potential areas for conflict of interest.

Motion to affirm that only tenured faculty can run for or be appointed as division chair as indicated in the CBA made by Jen, 2nd by Tom, no objections.

8. Final exam-faculty required to adhere to schedule? (Greg)

We have a published finals schedule, but there is apparently no obligation for us to follow it. Do we want this, and if we do where would the requirement best be publicized?

- No place explicitly states faculty need to hold finals during finals week though it is expected.
- We claim an apportionment for final exam.
- Discussed ways to enforce this:
 - Job description- faculty expected to give final exams during the designated final exam time.
 - Message from Division Chairs about expectation to give finals during final week.
 - Referenced CBA- Article 5: regular instructional faculty members shall be either on campus or available at other assigned work locations during each regular college instructional day.

9. DEI and mentoring in peer evaluations (Greg)

- State requires we do this, but we don't currently have a process. There have been lawsuits at other colleges for those not enforcing it.

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

Clint is a long-time supporter of higher ed, works with St. Sen John Laird, and has asked us for his endorsement

- Clint was a Cuesta student, on Measure L bond oversight committee, and he supports faculty.

- Often CCFT is not involved in smaller county wide races, but we have done it before.
- We could invite him to the next CoR meeting or in fall.
- Meet the candidate social hour. We could invite other candidates. Reminder that CCFT is a political organization.

11. ~~COPE (Galadriel)~~

12. Grievance Officer updates (Tom)

- There are 7 ongoing cases right now.
 - CMC grievance case was denied by admin. Tom was able to negotiate one section for faculty member who lost their load.
 - Classified complaint against faculty in the library - interviews have started. After investigation, it will go to HR VP.
 - Dean asked for female faculty member to teach Calculus, division upset about this.
 - Teacher displayed graph showing statistics about Asian and African student success rates that offended student.
 - Student complain against coach. There are some issues between coach and assistant coach, and issues about playing time and who gets to play.

13. Upcoming negotiations (no updates):

- a. Service faculty hours
- b. NC Coordinators (evaluation, # of positions and/or compensation, duties)
- c. 16-Week semester (service faculty weekly hours, finals week, membership outreach)
- d. Workplace violence training module

Next EB meeting: March 21, 2024 Next COR meeting: April 25, 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