



Executive Board

Adopted Meeting Minutes

August 17, 2023, 3:00 p.m.

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
Elizabeth Lobo Treasurer – P	

1. Approval of Agenda and minutes

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

Motion to approve 5-4-23 EB and 5-11-23 All Member meeting minutes made by Greg, 2nd by Jennifer, 2 abstentions (Alex and Elizabeth).

2. Senate Report (Alex)

- First senate meeting Friday 8/25.
- Last meeting in spring, the Senate approved a resolution about the Testing Center, which will be presented at BOT in September.
- Bookstore: previously had a bookstore task force, this semester we need another task force to address problems (possible breach of contract). Jill reached out to Barnes & Nobles' regional director. Bookstore complaints- send to Deans.

3. PT faculty discussion (Galadriel)

- PT faculty are pleased with the recent insurance coverage.
 - Greg to follow up with HR to see how many PT faculty sign up.
- Bumping rights for longtime PT faculty may be considered in future negotiations.
 - Recently hired PT faculty getting 67% load while longtime PT may lose class.
 - Could consider limited bumping new hires.

a. Computer issues for PT faculty (Jenn)

- Someone was looking in the 2300 building to find out which PT faculty have desktops vs. laptops. Possibly recall laptops from PT faculty.
 - This would limit the work PT could do and require PT to come to campus to do work.
 - Message didn't come from the VP Instruction per Division Chair and Dean.
- Offices were retrofitted for laptops during COVID.
- NCC- new AV equipment and desks.

4. Treasurer report (Elizabeth)

increase stipend for PT on search committees?

- 249 members, 128 FT 121 PT
- Balances: Treasury \$108,577.65, COPE \$1,535.50, of which \$610 is BOT, savings \$130,056.88.
- Working on reports, a Financial Review is being conducted on the 2022-23 year
 - need for others to be on the review committee/outside the EB

- Changes to EB require that Greg, Mike, Amy, and Elizabeth go to Mechanics Bank for signatures. Elizabeth to collect paperwork, coordinate dates, and ask for SLO bank option in addition to the one in Paso.
- Per capita increase (affiliate dues) for AFT (20 cents/month) and CFT (\$1.10/month).
 - To discuss when we talk about the budget next meeting. Dues-free month still a possibility.
- July 1st is start of new fiscal year, but we approve the budget later.
- Still have 12 Starbucks gift cards for new members. Consider getting cards for Cali Cup for SLO campus.

Motion to restock promotional new member gift cards with 15 \$10 Cali Cup Cards made by Jennifer, 2nd by Greg, no objections.

- Elizabeth received email about possible CCFT swag. She will send to EB to consider options. Preference is that items are not plastic.

Motion to allocate \$500 on CCFT swag made by Greg, 2nd by Galadriel, no objections.

- Discussed increasing the current PT faculty's \$500 stipend for union work. \$600 is max before having to report.

5. 23-24 goals, ambitions, issues (discussion for all)

- PT faculty emergency hires got trained in DE over the summer but were not compensated because they were not yet officially in the system.
 - Greg to investigate getting pay for people for training and how we onboard people prior to the semester starting
- Make strides in what PT faculty are compensated for outside of CCFT representation. Could be a discussion for future PT negotiations to encourage a college service component for compensation.
 - Committee work for PT should count for flex.
 - District should compensate faculty for committee work. If you are PT doing curriculum work, supposed to be compensated for that.
 - College paying for PT faculty doing other college work may need to wait to negotiate.
- Morale is not good- work towards better morale/support
- Using personal devices, facilities issues, continuous obstacles- reduce hurdles (2-factor authorization) When does the district start reimbursing us for some of this work?
- Not including faculty in planning and important decision-making (e.g., removing IT in classrooms).
- Some PT faculty buy supplies on personal credit cards and seek reimbursement.
- Delta Dental is problematic with many members (Benefits Committee). Galadriel can bring information back from CFT.
- 2-year contract- curious about how enrollment will affect salary increases.
 - There shouldn't be pressure on faculty about enrollment and retention – how can the rest of the college help with that?
- Come up with a guide on how to understand our pay stubs.
- Jennifer-offer flex session on peer evaluations.
- Could we have an all-member mixer like COLA to unite membership?

6. Upcoming negotiations:

- a. Service faculty hours- revisit hours for counselors this year to start in fall next year. MOU from December (3 semesters), expires end of this academic year.
- b. NC Coordinators (evaluation, # of positions and/or compensation, duties)
- c. 16-Week semester (service faculty weekly hours, finals week, membership outreach)

- Instructional days will increase, some colleges also increase work day of service faculty, other colleges don't because they work out of term.
- Finals week- could be a normal instructional week.

7. Negotiation team (lead, membership)

- Open position carries 20% reassigned time. Mike is on the team but wants to observe before taking the lead.
- EB needs to approve reassigned time for the position. Greg to send an email for vote.
- Stipends for PT faculty who serve on the negotiations team. Jennifer is interested.

8. 16-week calendar for 2026-2027 one applicant for the volunteer position, \$2,000 stipend, must be a member of CCFT

Wes is only person who expressed interest in doing this so far.

9. Peer evaluation form and student evaluations

- Jennifer has been working on PDF evaluation form. Solved the problem of scrolling boxes and document locking after it has been signed.
- Student evals- office no longer capable of processing volume of evaluation forms.
- Suggestion of doing the ratings and then scanning student comments so the need to transcribe is eliminated.

10. Fall Newsletter (Amy)

- Update the website, removing the financials page.
- Email-make information available to membership/possibly password protected Google Doc.
- Consider a newsletter as in the past few semesters or an online update on the website.

11. COPE (Galadriel)

- Will reach out to members about COPE donations and joining CCFT.
- Dawn Addis is the local election we should support.

12. Fall member social hour(s)

Mike offered hosting a CCFT social hour at his house and getting a food truck.

13. Grievance Officer updates (Tom)

- Looking for members interested in grievance position
- Case over the summer- student complaint about faculty.
 - District took complaints seriously and CCFT lawyer was consulted.
 - Faculty decided to retire.

Future discussion items: Catastrophic Leave Bank (Elizabeth)

Next EB meeting: Sept 7, 2023 Next COR meeting: August 24, 2023

Parking lot: 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. Separate COPE fund for state races? CMC compensation

Email votes

8/19

Motion to split the lead negotiator reassign time as 10% each for Mike and Greg for this academic year made by Greg, 2nd by Galadriel, no objections, 2 abstentions (Mike and Greg).

8/29

Motion to support PT Faculty CCFT member and their family during a time of need by providing two gift cards to local restaurants for a total of \$250 made by Greg, 2nd by Elizabeth, no objections.