



Executive Board Meeting

Sept 19, 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 – A	Tom Patchell, Grievance Officer - P
Neil Higgins, Treasurer – P	

1. Approval of Agenda and minutes

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

Motion to approve 9-5-24 minutes made by Neil, 2nd by Greg, no objections.

2. Senate Report (Alex) - postponed

3. Priorities for the year? (Greg)

a. Any initiatives or priorities for CCFT this year?

- Negotiations and communicating information to the membership
- PT faculty handbook
- Coaching evaluation form- aim for next semester
- Clarify the evaluation forms for synchronous online classes
- Consider parking lot items tied to negotiations such as DE training, CMC issues (increase training and compensation structure for entry/exit, possibly moving away from timesheet)
- Catastrophic Leave Bank is not opened this time – look to review in two years.

4. PT faculty discussion (Galadriel)

a. STRS reporting for lab

- Questions about contributions to CalSTRS: PT faculty need to reach out to HR.
- Due to lab loading changes, there was an issue with how PT faculty’s STRS contribution was calculated. HR is correcting the issue and adjusting this for the future.
- HR is putting on flex activity about understanding pay stubs in October.

5. Coach evaluations update (Greg)

- Coaching evaluation is a bigger project than anticipated. Coaches prefer the Athletic Director be part of the evaluation rather than the Division Chair. This would require large sections of CBA to be rewritten specifically for coaches. Discussion included these considerations:
 - Chairs are faculty and directors aren’t, so it might be important to keep the evaluation component as faculty.
 - Several chairs evaluate faculty in disciplines other than their own.
 - Coaches need to report to directors because of regulatory issues.
 - Coaches report to the dean and athletic director.
- The forms are almost completed, and there was good input from coaches.

6. Treasurer report (Neil)

a. Bank change?

b. Annual budget

- Neil is working on membership database with AFT. New online form would replace our current membership form. Streamlining process to eliminate duplicated paperwork.
- CFT has its own dues authorization language on the membership form [Connect | Forms \(aft.org\)](#)
 - Current dues authorization language needs updating. Using CFT language has the benefit of being approved by AFT lawyers.
 - It may need minor changes to make it relevant to CCFT.
 - Email suggestions to Neil, and we can vote on it at next meeting.
 - Add option for faculty to select their division and FT or PT and Cuesta ID#, to make it easier to sort groups.
- Neil shared budget proposal and with No Due May/December, we would still have a large fund.
 - Eliminating summer dues would cost \$17,000 and be problematic because the way our membership works. It is set up so that if you are working you need to pay dues.
 - CCFT has to pay dues over summer even if faculty don't teach so everyone can maintain their union membership.
 - Communicate to members:
 1. No Dues Dec/May – it has positive impact on morale.
 2. CFT and AFT have raised their rates. Despite this, CCFT is not raising dues rate this year.

Motion to approve 2024-2025 budget with no dues May and December made by Jen, 2nd by Galadriel, no objections.

~~7. COPE (Galadriel)~~

8. Elections Committee (Amy)

- The last election was 2 years ago.
- This spring we need an election for president and secretary and contract ratification.
- 3 members not on EB
 - General announcement to CCFT members – at CoR then email out to faculty
 - Outline duties in flyer to give to CoR
- Collected past correspondence to share with EC once formed.
- We can ask EC to look through timelines in Constitution to streamline process.
- Officer election announcements need to be physically mailed per federal code.
- PT faculty can get reassigned time for officer positions.
- There are PT unions run by PT faculty at other colleges (AHC for example).

9. Grievance Officer updates (Tom)

a. Action for terminated employee (Greg)

- Performing arts PT faculty was terminated due to language used. The district can invoke Ed Code and doesn't need to make arguments. CCFT is working on person's behalf behind the scenes.
 - Lawyer was surprised by speed which the district acted.
 - Greg contacted freedom of speech group and CFT.
 - Faculty member may be eligible for rehire rights in spring.
 - If district decides not to give load in spring, we can grieve it.
 - JEDI members may go to BOT meeting to voice concerns over this decision.
 - HR has been capricious in deciding these cases. No system was provided. This could have been a teaching opportunity. We may ask the district to provide us with a list of words that we can't use.
 - HR said we had training on race but not clear if it included anything on proper speech.
- Athletics- swimming coach issue with student athlete/harassment.
- EMT program director surveyed students to evaluate the program, but it seemed aimed at evaluating an instructor. Questions of power structure in this program. The director teaches classes and is in CCFT (PT faculty but also assistant director) – there is an MOU.

10. Upcoming negotiations (Mike)

a. Service faculty salary/hours

- Instructional faculty are on a 175-day contract and service faculty are on 197 day-contract.
- The salary schedule states it is 1.1 multiple but has been diluted to 1.09.
- CCFT would like to correct this, which would be a \$7500/year cost to the college.
- The number of days is actually 1.126 and should be 1.1, so reduced to 192.5 days. Important to correct this for service faculty.

b. PT office hours

- Not all PT faculty want to do more office hours. Now it's paid automatically, but it's also a requirement.
 - Option to complete a timesheet, not required but may be up to 3 hours/week. We could add that office hours need to be held in the Student Success Center.
 - It was a challenge 10 years ago to get paid office hours for PT faculty.
 - We can have Zoom office hours per contract 5.1.2.1.

Negotiation Team has been formed, and meetings have been scheduled. First meeting with the district is next Friday- plan to focus initially on easier items that can be resolved quickly.

11. (no updates):

- a. NC Coordinators (evaluation, # of positions and/or compensation, duties)
- b. Workplace violence training module
- c. Evaluator training
- d. 16-week calendar– no update (Greg)

Next EB meeting: ~~Oct 3, 2024~~ **October 17, 2024** Next COR meeting: Sept 26, 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, reapportionment based on MACS and PEACE, and Engr & Tech