



Executive Board

Adopted Meeting Minutes

February 1, 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 amend agenda to remove items #3 and #5 made by Jennifer, 2nd by Amy, no objections.

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

Motion to approve 12/7/23 All Member Meeting minutes and 11/16/23 EB Meeting made by Jennifer, 2nd by Roland, no objections.

2. Senate Report (Alex) – given by Mike

- New classified position is being developed that will include proctoring duties. This needs to go to CCEU and be approved by BOT.
Currently, proctoring services are available 2/2-5/16:
SLO Campus, Room 3215 (inside the library)
Wednesday- 2:00-4:00pm
Friday- 2:00-4:00pm
Contact: David Lynch, david\_lynch1@cuesta.edu
North County Campus, Room N1109
Monday- 10am-12pm
Thursday-2pm-4pm
Contact: Maria Elena Ramirez, maelena\_ramirez@cuesta.edu
Recommend using services as much as possible.
Faculty should note when the services are needed but not available.
Discussed setting up a jot form to send out to all faculty.

3. PT faculty discussion (Galadriel)

4. Treasurer report (Elizabeth)

- 233 members, 123 FT 110 PT
Waiting for some new member accounts to be activated.
Treasury \$122,706.60, COPE \$2442.75, of which \$960 BOT, Savings \$130,661.61
1099 Forms for those who received stipends over \$600 to be sent soon by the accountant.
Midyear financial report completed. Elizabeth is communicating with Neil Higgins and will meet for training.

5. COPE (Galadriel)

6. Grievance Officer updates (Tom)

- Tom helped a Division Chair and PT faculty member over a break. The PT faculty was passed over for an assignment. Faculty was assigned a late start class.

- Looking into information on PT faculty who do not have a teaching assignment but are helping students with incompletes from previous semesters.
- 7. Negotiations update
  - a. PT Incomplete Contract while not teaching
- No policy on this. Senate to look into this. Faculty this semester to complete 2/3 lab rate for this work.
- b. Sabbatical Leave Agreement
- District sent out an agreement for faculty who are taking sabbaticals but includes items that are not reflected in CBA.
  - Agreement needs to be revised and negotiated.
  - One item stated that if faculty member fails to complete all requirements, they need to repay the district.
  - Topic should be brought to CoR and will need to go to negotiations.
- Some concerns were raised about faculty doing work for the district while on sabbatical.
  - c. Compensation for canceled sections due to bots
- A few classes where most students were bots had to be canceled.
  - District agreed to pay faculty for working part of the semester (2.5- 3 weeks).
  - This only affected FT overload.

**Other**

- Keys- PT will need to return keys every semester. Division Assistants will be keeping track of them.
  - CCFT should oppose this process because it makes it difficult for faculty, especially if they are expected to return the following semester.
  - Key process is not consistent or communicated clearly.
  - CCFT didn't agree to the fine for faculty for keys not returned.
- Faculty need to be vigilant about reading their pay stubs. When district overpays, faculty need to repay.
- Question about how pay schedule was developed with so many steps and columns.
  - Question about how PT increase in steps (simplify it e.g., 2 semesters vs. % load). It's difficult for PT to know when they move up a step.
  - The way HR tracks years worked could be improved.

Next EB meeting: Feb 15, 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