



Executive Board

Adopted Meeting Minutes

April 4, 2024

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 Jen, 2nd by Elizabeth, no objections.

Motion to approve 3-7 minutes made by Greg, 2nd by Jen, no objections, 3 abstentions.

2. Senate Report (Alex)

- 16-week calendar was discussed at last Senate meeting.
- Proctoring issues to be discussed at Summit and with Mia and Wes.
 - Classified staff being asked to work outside of their job descriptions
 - Students aren't actually being proctored/supervised when taking test.
 - District looking at a new job description to include proctoring, but nothing has been done.
 - There is significant demand for proctoring.
- FT hiring: concern that candidates are placed no higher than step 8 in the salary scheduled, which is inconsistent to what is stated.
- Governance group meeting to consider restructure – current processes may be slow. Across the state, government processes are being examined with new ACCJC standards.

3. PT faculty discussion (Galadriel)

- Sick leave if PT faculty retire, can they cash out sick leave or do they transfer the money to a separate account? Waiting on answer from HR.
- PT member who taught dual enrollment online class lost class due to FT faculty moving out of the area and needing a class.
- Discussion of PT bumping – no rights in CBA and assignments up to the discretion of division chair.
 - No one has assignment rights to any particular course or modality (PT or FT)
 - More senior PT have rights to load but not specific courses
- Questions about insurance and unemployment
 - SISC rates go up every year, but the Benefits Committee has looked into other possibilities, and the rates are not better.
- Issues with PT: possible workshop about CV writing and interview techniques.
 - Hiring committees are not able to provide any feedback to candidates.
 - Internal candidates are tricky for applicants and hiring committees.
 - PT can serve on hiring committees, and that is a way to learn more about the process.

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

an update on where we stand with progress on a 16 week term, do we need the elections Committee to run the vote or can EB do this?

- The chancellor's office doesn't have an application for a 16-week calendar proposal. Instead, they asked for materials and evidence that the college has considered the implications and that we won't be fiscally harmed.
- Chancellor's office requires a year to approve it. Materials should be submitted in fall 2024.
- There is a group looking at classes and apportionment, and Greg would like to get involved.
- We need to have an election because the calendar is a negotiable item. For this type of matter, elections committee required to run an election.
- Greg communicated with Erich Tucker about setting this up.
 - There would be examples of what the calendar would look like.
 - District and BOT are responsible for what calendars they will adopt. Possibilities are restricted due to holidays.
 - Elizabeth to send an updated member list for election.
 - We would need to compensate the elections committee.
 - It's important to communicate more clearly with the committee about the amount.
 - Previously members receive \$500/person in a semester where an election takes place.

Motion to approve paying election committee members \$500 each this semester and in the future \$500 for paper and \$250 for online elections made by Elizabeth, 2nd by Jen, no objections.

5. Spring social hour(s); do we have one? (Jen)

- Faculty gave some feedback about future socials: think about having something during the day and at a place without alcohol to be more inclusive
- Ideas discussed: botanical gardens craft/activity, Linneas café, a hike, company in SLO provides painting activity, mobile casino, backyard relay type games, Boccee ball, bowling, visiting politician.
- Socials with activities might help people make connections.
- Field day- everyone dresses up, backyard relay games, could be campus-wide.
- If we want to increase social engagement, we might consider adding another member to EB who is in charge of social events.
- Next all member meeting May 9th, 3 on a Thursday. We could have a social before or on a Friday afternoon. TBD.

6. Treasurer report (Elizabeth)

- Neil has begun training with Elizabeth over spring break.
- 237 members, 115 FT, 122 PT
- Balances: 138, 993.08 treasury balance; 2846.75 for COPE, of which 1104 is BOT; 130,076.34 savings
- We are out of Starbucks gift cards, 4 Cali cup cards left for new members in SLO.
- Elizabeth to buy 25 \$10 gift cards from SLODOCO
- 6 years ago Elizabeth got new technology, but it's old now. Neil should get his new technology and software.

Motion to authorize the purchase of new laptop and software for Neil and declare existing treasurer laptop as surplus equipment and Let Elizabeth keep it made by Greg, 2nd buy Jen, no objections.

7. Compensation for 2024-2025 (Mike)

- District has given two options: a fixed 3% increase or return to the table for bargaining.
- Last year, agreement was if COLA was between 1-3.5%, our raise would be 1% + 1 or 2 depending on increase in FTES.
- We had 4.11% increase in FTES, but COLA is predicted to be low at 1% or even lower.
- This means our salary increase will be greater than the state COLA, which is unusual.

8. Counseling faculty and remote service days. MOU granting remote days expires in June. Do we support a menu of options for them? (Greg)

- Agreement with the district that counselors would have 2 remote working days if they worked an additional two hours/week for a total of 25, but this agreement expires in June.
 - Counselors are asking for a menu of options to select from (e.g., 23 hours and no remote days, 24 and one remote day).
 - What is best for the students? The menu of options makes it complicated.
 - Some counselors don't want remote days, and they don't want to work the extra two hours per week.
 - Conference before spring break- do we need to talk about faculty being in their offices even when they are teaching DE? It may not be equitable.
 - At AHC- all faculty were told they needed to be at a campus meeting.
 - There may be movement or pressure about instructional faculty needing to be on campus more.
 - We could default in CBA, up to 2 days remote, and 25 hours/week.
9. Division chair-process for when there are no applicants? (Greg)
- A tenured faculty member agreed to be a chair in the Counseling division.
 - In another division, the chair will step down in December and no one wants to be chair.
 - Our CBA states that one of the FT faculty says they have to do it, or rotate it.
 - If someone doesn't want to be chair of division- someone would have to fulfill those roles. It could be tenured faculty from another discipline or an administrator.
 - No current process for this in the CBA.
 - Encourage the department to consider it more to see if one of the tenured FT faculty would take on this role.
 - The district could offer more training and support for division chair position.
10. Health care plans? Do we want different options? (Greg)
- Benefits committee asked for input on SISC health plans.
 - 24 different healthcare plans. Need to decide by 4/30. Suggest using the same plan
 - We get certain selection from SISC. If we did adopt new plan, likely more out of pocket for faculty.
 - Dental is offered by Delta and is a separate plan.
 - Suggest keeping current plan for next year, and then polling faculty for future about their preferences.
11. Newsletter
- 16 week calendar and upcoming vote
 - 3% raise July 1st
 - Leave guidelines
 - Not reporting when out sick, hours you are supposed to take
 - Process
 - QR code to the leave form
 - Student Incident report, DC do not automatically receive it, let DC know.
 - Chair spotlight- talk about responsibility, what's good about serving your colleges.
 - Interview Greg/Alex as CCFT and Academic Senate president (college leaders section)
12. Dsps faculty overloads Lab rate or lecture rate? (Greg)
- Traditionally Dsps faculty have been paid lecture overload rate. District is now paying them at the lab rate.
 - Other service faculty are paid at the lab rate.
 - No contractual agreement or MOU that requires the district to pay them at the lecture rate.
 - DSPS faculty asking us to intervene to restore them to lecture rate for overload.
 - Need to determine what type of work they are doing and where it fits in.
 - Investigate it/service faculty should probably be on the same schedule.
13. 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, just a reminder to get him on the COR agenda.
14. COPE (Galadriel)

- March elections- Dawn Addis in lead, Southern county: Sari Dominguez, John Laird, Salud Carabajal, Katie Porter.
- Stever Garvey won locally over Adam Schiff.
- Local judges won but not one was running against them.
- Prop 1- still up in the air, really close.
- 2 petitions – increase the PT load and CFT urging us to sign another not to cut UC funding. [Tell our elected leaders in Sacramento not to cut funding for the U.C. system \(actionnetwork.org\)](#)
- Trader Joe- issues with union members, urging members not to shop there.

15. Grievance Officer updates (Tom)\

- One case has yet to be resolved (Athletics)
- A charge of retaliation was made in another case of classified complaint against faculty member, so the investigation has been extended.
- Discussion of not offering new hires salary above step 8. In 2019 or 2020- legislation required public institutions no longer offer salary matches (to be more equitable).
- The two options listed on salary schedule have two potential choices there (salary match or step 8). We can't do a salary match, so this needs to be updated. Not in CBA.

16. 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: April 18, 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