



Executive Board

Adopted Meeting Minutes

November 2, 2023 3:00- 4:30 p.m.

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 agenda made by Roland, 2nd by Elizabeth, no objections.

Motion to approve 10-19 minutes with edits made by Greg, 2nd by Jen, no objections.

2. Senate Report (Alex)

- There are several Senate taskforces, and one is revising the 7120 hiring process - Elizabeth Lobo is CCFT rep.
Academic Senate recently approved the proposal regarding Dana Reserve, requesting that Cuesta clarify their neutral position.
Joint CCFT/Senate- produce PT faculty handbook. Looking for volunteers to be on the taskforce (Jen).

3. PT compensation for Promise Day and job descriptions (Greg)

- Last week, CCFT secured an agreement with Jason and Melissa to approve compensation at 2/3 lab rate for PT faculty participating in Promise Day.
District to look into faculty job description, with the idea that promoting college is part of work.
PT faculty aren't compensated for this type of work.
District may bring job descriptions to future negotiations.
Cuesta may interpret flex more broadly than the state defines it.
Cuesta allows committee work beyond obligations in addition to PD activities.
Promise Day could potentially be a flex activity for PD.
Pervasive through administration right now especially SSSP and classified: strict/micromanagement, holding people accountable.

4. Fall Newsletter/communications (Amy)

- Discussed printing and potentially mailing newsletter to faculty. There is a budget for this, though we could distribute it to faculty mailboxes around campus instead and also send by email.
Possible topics were reviewed including information about the PT Faculty Handbook.
Amy to draft and send to EB for feedback and edits.

5. PT faculty discussion (Galadriel)

6. 16-week calendar update (Greg and Galadriel)

- It has been challenging to meet and get things moving this semester.
Hoping to accomplish more such as developing sample calendars and narrowing down instructional time.
Group suggested making a survey about possible November/Thanksgiving break (most public schools have that week off as does Cal Poly).
The Chancellor's office needs to approve a shortened semester

- Future EB meeting- discuss stipend and work expectations.
- Encourage faculty to attend forums and respond to surveys.
- Greg to share drafts of 16-week calendars with EB.

7. Service faculty hours/payscale (Greg)

- Greg was asked to review the salary schedule because service faculty felt the ratios weren't correct.
 - Investigation revealed that there wasn't a mistake made by HR or CCFT in determining the pay scale for service faculty.
 - When we applied equal dollar amount raise in 2019, \$2, 960 was given to each salary cell, including service faculty. That same thing happened to the Division Chair and NCC Coordinator schedules.
- Discussion:
 - There are many inequities built into salary schedule, no perfectly fair way to distribute money (e.g., lab and PT)
 - It is an oversight when the flat raise was given they weren't given 10% more when they have to work 10% more.
 - Advocate in future that when we do flat rate increases it should be prorated for Service Faculty because they have more hours.

8. Fall member social hour(s) (Jen)

- Small group went to Dairy Creek after last CoR meeting.
- Suggestion- holiday white elephant exchange.
- All Member meeting on 12/7, possibly arrange social after meeting.

9. Treasurer report (Elizabeth)

- Treasury \$128,511.01, COPE \$1,914.50 of which \$744 is BOT. Savings \$130,066.61
- Membership 228, FT 118 and PT 110.
- Taxes are completed, Elizabeth emailed account information to EB.
- Financial review is being conducted.
- Elizabeth to leave treasurer position at the end of this academic year. We need to recruit someone. CFT treasurer training over the summer, and she can help faculty transition to the role.
- CoR can consider altering the bylaw to allow PT faculty for stipend instead of reassigned time.

10. COPE (Galadriel)

- Galadriel and Elizabeth attended CFT meeting with lawyer about COPE. Information was helpful in terms of what type of fund we identify as and where we should be paying taxes.
- County jurisdiction is where we should be at for COPE fund. If you spend more than 30% outside of county level, then it would be state.
 - We were designated as State COPE previously, which required a 3rd type of filing. We have been advised not to file as a state fund.
- Faculty should be advised to donate less than \$100/year (or \$8/month).
- It's better if donations to bond measures comes from general funds. COPE funds to be used for candidates.
- CFT has a campaign guide on its website right now with information about reporting/filing.

11. Grievance Officer updates (Tom)

- Former employee had STRS issue regarding service records.
- PT faculty issues with HR getting back to them and providing information on retirement.
 - HR refers them to the CALSTRS website, which is not easy to navigate.

12. 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. DEI and mentoring in peer evaluations

e. **NEW:** 12 month faculty in RN/LVN, LVN, Paramedic

Next EB meeting: Nov 16, 2023 Next COR meeting: Nov 30, 2023

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