



Executive Board

November 6, 2025

Adopted Minutes

Greg Baxley, President – P	Galadriel Bree Highhouse, PT Faculty Committee & COPE Chair- P
Heather Tucker, Vice President – P	Jude Rock, CoR Co-chair – P
Amy Kayser, Secretary/Communications Chair-P	Jennifer Shellhorn, CoR Co-Chair -P
Erich Tucker, Academic Senate President –A	Tom Patchell, Grievance Officer - P
Neil Higgins, Treasurer – P	

1. Approval of Agenda and minutes

Motion to approve 10-2-25 minutes made by Greg, 2nd by Jen, no objections.

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

In discussion of minutes, constitutional/bylaws amendment is needed so PT faculty can be CCFT Council co-chairs. To be brought to council to vote on next meeting.

2. Senate Report (Erich) – no report

3. Negotiations update.

- First fall negotiations- ESL (District has reservations about hiring noncredit FT TT but no specific request yet. They will bring a proposal next week after conferring with Jill).
- Compensation for course modification to 16-week calendar. District not comfortable with payment amount per faculty, maybe # of preps instead. Didn't like minimum amount for PT faculty (we have some who have a small load). They will bring counter back next Thursday.
 - If you know someone from Cal Poly- find out what they got paid for converting quarters to semesters. Heather reached out.
 - Cal Poly have 12-unit teaching load, we have 15, so we should already be higher on compensation.
- District was amenable to changes in flex requirement in shortened semester.
- Job descriptions and evaluation timelines. District OK with making changes. ITRC and Instructional Specialist to review changes. Trying to move ITRC from fall to spring. Shorten amount of time chairs to assign faculty to evaluation committees (4 weeks to 3 weeks).
 - Request that we get the evaluation list in timely manner.
- Ask if service faculty can work same number of hours but in fewer required days.
- Still waiting on amount of \$ allocated for PT faculty office hour pool.

4. Newsletter (Amy)

- EB reviewed the fall '25 newsletter draft.
- Request to add announcement of CALSTRS event in December.
- Edits back to Amy by Monday, to be sent out to members next Wednesday.

5. Treasurer report (Neil)

- CCFT Banking- Total \$344, 236; Savings- \$250, 614; Checking- \$85, 406, COPE \$6014 of which \$2, 202 is for BOT.
- Biggest checks that we write are for AFT and CFT.
- December and May we also write a lot of checks for stipends.
- Neil to keep checking account at \$25,000 and funds above that will be moved into savings to earn interest.

- Sent information to accountant who will run 1099 in December for people who have stipends over \$2,000 for the calendar year 2025.

6. PT faculty discussion (Galadriel) - no report
7. COPE (Galadriel) - no report
8. Movie night (Greg)- 28 spots filled - 1/3 capacity. Verbally spread the word and encourage people to sign up. Email, Newsletter, Senate Report. Greg to put some flyers in faculty areas on Monday. Chairs can include in weekly division update. We could invite CCUE Board members. Greg to reach out to them and extend invitation.
9. Grievance Officer updates (Tom)
 - Met with peer review committee for off cycle PT faculty evaluation.
 - WEXP- service faculty (cooperative work experience, work individually with students who have job off campus.) Previously, faculty were paid on hourly basis for students.
 - New contract loads the faculty. One problem is they have not advanced on salary schedule.
 - HR has no way to track if they are eligible for step increase.
 - Faculty member wants to file grievance for not advancing on salary schedule.
 - There are a few approaches CCFT lawyer has advised for possible action.
 - November 20th- CoR meeting – reopening constitution to amend Co-Chair position eligibility. Greg to draft revised language and have EB vote over email.
 - Discussed faculty prioritization results that were emailed during meeting.
 - Computer application compatibility issue raised at last CoR has not been addressed.
 - Google vs. PDFs- compatibility (not brought that up in discussion).

Next EB meeting: Dec 4, 2025

Next COR meeting: Nov 20, 2025

Parking lot: Catastrophic Leave Bank ADA accessibility and mandated DE training, DE certification Article 5.10 –compensation, Can Legacy faculty be required to take DE training and compensation? FSA review additional Health care plans,