



Executive Board

Adopted Meeting Minutes

September 2, 2021

Greg Baxley, President- P	Elizabeth Lobo Treasurer -P
Heather Tucker, Vice President- P	Tom Patchell, COR Co-Chair/Grievance Officer-P
Tonya Leonard, Negotiator – A	Nancy Steinmaus, P.T. Faculty Committee Chair-P
Amy Kayser, Secretary/Communications Chair-P	Roland Finger, COR co-chair-P
Wes Sims, Academic Senate President - P	

1. Approval of Agenda and Minutes

Motion to approve agenda made by Elizabeth, 2nd by Heather, approved unanimously.

Motion to approve 8-19 minutes with minor addition from Elizabeth made by Greg, 2nd by Elizabeth, approved unanimously.

2. Senate Report (Wes)

- Fundamental alteration form was revised – to be submitted by course instead of by program. The process is new.
- Flexible attendance form is coming back to Senate for a 3rd read.
- DSPS came up a lot in the CoR meeting. Wes suggests having DSPS representative present during these conversations and to bring this to the next CoR meeting.
- Greg shared that Jen from DSPS attended recent Physical Science Division faculty meeting to give feedback on Fundamental alteration form.
- Roland suggests having faculty and CoR reps communicate feedback to senators for late September meeting.

3. Treasurer Report (Elizabeth)

a. Scholarship ideas discussion

- Treasury \$253,966.65, COPE 2,748.50, \$444 is BOT
- Look into faculty email list to find out potential membership. Membership % has dropped.
- Scholarship ideas will be taken to CoR for discussion. Some ideas include:
 - COVID memorial scholarship
 - Restrictive- for children of CCFT members or Cuesta faculty
 - Students in need that are interested in student government
 - Stipend for president of student government

4. Protecting load for PT faculty with COVID cancellations in spring '22 (and fall '21?) (Heather)

- Several PT faculty lost some of their load and are concerned for next semester, particularly in English and Math.
- Some FT have lost their overload.
- One PT faculty did a lot of work converting class online and then it was cancelled. Faculty may want to consider modifying offerings such as condensed course to boost enrollment.
- COVID money could be used to help these faculty.

- Federal and state money can be used to pay employees who have lost their jobs, so PT faculty could be eligible for course that is cancelled in spring '22 due to COVID, possibly retroactive to fall '21.
- They should be eligible for unemployment as well.
- It may be better to pay PT faculty for course prep work so it doesn't affect unemployment.
- CCFT develop a proposal/MOU to send to district and schedule a meeting.

5. PT-faculty discussion/report (Nancy) (Item ties into #12)

- PT faculty member was misplaced on salary schedule since 2004.
 - CCFT lawyer to write complaint letter for 17 years of backpay. He estimates 3 hours of work.
 - PT Faculty is working on finding documents that document her pay, but this would be HR's job to figure it out. Also concerned about fringe, but this is difficult to figure out.
 - The most backpay allowed in CA is 4 years. However, Cuesta's Board Policy is 1 year, which is the state minimum. The District has communicated that they will not request faculty for backpay for longer than a year period.
- Nancy has been receiving emails about the union and what union does. Greg to update sheet, "Why join the union?" We could consider having a table at Opening Day when we return in person to work on recruiting members.
- New PT hires seemed unaware of basic information about loads, payroll, and contracts. Heather to email list of new faculty hires and have a focus group to discuss questions union can answer for them.
 - FAQ document- video guide to be developed on how to evaluate paystub once focus group meets to find out what questions need to be answered.

6. Website security and design (Amy)

- Homepage was redesigned to simple format. Send suggestions to Amy regarding website.

7. Repro concerns (Heather)

- Faculty concerned about signage "Do not Enter". Faculty want to know if they are allowed to use this room, and if they can get paper from the back of the room.
- Faculty also want to know the turn around time for ASAP.
- Communication is needed about what is available and what faculty can expect.
 - Greg to go to Dan Troy for Repro concerns.

8. Fall Fringe Fiasco (Greg)

- The fringe amounts on the TA were wrong by about 20%. The initial agreement was to increase District fringe contribution. HR recognizes this error and will correct it. We may need to ratify a corrected TA.
- District pays fringe in complicated way. They agreed to do 10 level payment (1/10 each month) for PT (1/5), but this was not done in fall. They used the older complicated formula:
 - $\text{Aug/Sept} = 12 \text{ month rate} * 1.5$
 - 12 month rate Oct, Nov, Dec
 - 10 month rate Jan -May
- District does this because SISC charges us more money in the beginning of the year.
- If we move to 10 level payments then faculty will pay more out of pocket for the insurance in August and September and less in the other months. Overall the cost over the year is the same.
 - Same fringe every month is easier to understand.

- HR didn't pay PT faculty enough fringe this month. The TA agreed on 60% FT but they were paid at old 50% rate. District needs to recalculate the fringe to disperse this extra month.
 - Greg- set up an online poll to get more faculty feedback and will take this topic to next CoR meeting.
9. Acronym list [The Julie Rose Cheat Sheet Decoder for ABBA.docx](#) (Greg)
 - Amy to put on Website, highlight important ones related CCFT in next Newsletter.
 10. COVID and return to class (Heather and Greg)

Changing from f2f to online and quarantine guidelines

 - A Jotform instead of emailing instruction will be used to report COVID cases.
 - VPAA has said that spring schedule can include more DE and be closer to fall offerings, moving away from the 60% F2F recommendation.
 11. Paycheck primer to decipher paystub, placement document, new faculty orientation (Greg)
 - HR has a paycheck calculator, which could possibly be used to help faculty understand their pay.
 - Greg and Heather to work on video explaining how to understand paystub.
 12. Prior placement and back-pay case - See #5
 13. Grievance and Investigations and Personnel – Tom

In one division, faculty have been discussing rotating the Division Chair Position. The selection process for this position is set in the CBA, and the contract needs to be followed. This includes having FT faculty members state their interest and faculty from the division vote to select the Chair.

Future discussion items:

14. Lab lecture parity, Loading for PT faculty, FT OL, and 'seniority,' eval forms for chairs (classified concerns), Lead faculty (Heather)

Next EB meeting: Sept 16

Next COR meeting Sept 23

Parking lot:

ADA accessibility and mandated DE training, DE certification Article 5.10 –compensation, Compensation for mandatory training Substitute pay scale (and timing), Edits to Article 5.7 Workload committee load bank clean up Can Legacy faculty be required to take DE training and compensation? Can DE certification be used for column advancement? More control over dean-initiated off-cycle evaluation, like VP of HR approval or some kind of just cause clause? Service faculty loading, retiree benefits