



Executive Board
Adopted Meeting Minutes

Oct 20 2022, 3:00 p.m.

Table with 2 columns and 5 rows listing board members: Greg Baxley, Heather Tucker, Amy Kayser, Wes Sims, Elizabeth Lobo, Galadriel Bree Highhouse, Nancy Steinmaus, Roland Finger, Jen Shellhorn.

1. Approval of Agenda and Minutes

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

Motion to approve 10-6-22 minutes with minor change made by Nancy, 2nd by Elizabeth, no objections.

2. Senate Report

- Items for next Senate agenda: Student Equity Plan, revision of bylaws, new program approval process form. Allocation of Senate reassigned time- possibly request CCFT to ask district for more. CBA indicates Senate has 180% reassigned time and 20% additional for Faculty PD Coordinator...

3. PT-faculty discussion/report (Nancy)

- There was confusion over sick leave reporting of partial work days. Greg sent out email clarification/sick leave guidelines from CBA to Instructional and Student Service Division Chairs. CFT encouraging locals to take advantage of \$200 million state funded allocation for PT faculty health care...

4. COPE (Galadriel) – No update

5. Testing/proctoring center and DE classes

- Proctor who was managing testing center is retiring in December, unclear if a replacement is planned. Main goal of testing center was placement for English or Math (no longer allowable), nursing test, TOEFL, and community-based testing. District has agreement with California Virtual college (OEI designation) to offer proctoring services...

- Senate is concerned that if students enroll in a fully DE course but are required to come in person, the course should be listed as hybrid.
- Greg's proposed solution: faculty who teach online classes with required in person testing should schedule dates in advance and reserve room on campus and administer the tests. If students can't come those times, then they can use the proctoring center.

## 6. Negotiations (Heather)

### a. Reopening articles

District recently communicated items they want to reopen. They include:

- Article 4- Pay for dual enrollment (clarification for those doing evaluations for classes with multiple sections).
- Articles 5.2-5.4- District wants to increase student contact hours for Counselors, DSPS Specialists, and Librarians.
- Article 5.7- Update Workload committee and responsibilities
- Article 5.15-5.16- Include term limit for Division Chairs and NCC Coordinators and evaluate number of positions given recent restructure.
- Article 7- Including Diversity, Equity, and Inclusion (DEI) component to evaluation process per recent legislation.

Discussion:

- Increase hours for Service Faculty was tabled before. Heidi Weber to be on negotiation team.
  - Currently counselors have 23 contact hours, 7 prep hours, 5 governance hours, 5 professional development hours
  - Data showed Cuesta was at low end of contact hour requirement for service faculty.
  - Counselors have expressed that they don't feel they are being treated like professionals.
- Evaluation: DEI component to be implemented at all levels not just faculty.
- Faculty groups should work together on developing this component.
  - Could be included as faculty making goals and evaluating their progress on those goals in self-reflection
  - PD activities could help inform goals.
- District is asking for joint reopening. CCFT is interested in opening:
  - Article 4- Compensation
    - fringe benefits for PT faculty
    - Cuesta faculty evaluating dual enrollment courses- pay faculty at their correct step and column (language clarification)
    - sub pay
  - Article 5- Work Hours/Year/Workload
    - 2 online office hours allowed for face to face teaching if synchronous
    - Incremental increase for lab lecture parity (17 instead of 20 hrs to equal 15 hrs lecture load)
      - Lab is 23-25% of all load and work hours in fall 2022 for instruction salaries.
      - Could affect PT faculty ability to teach more classes
      - District has money including: SCFF- extra 2 million for having a college center, 6% addition to funding formula, and ongoing money to fund 8 new FT positions though only 1 was hired.
  - Article 6- leave of absence based on legal changes, catastrophic leave.
  - Article 7- self-evaluation form due 10 days prior to post-eval meeting (instead of 5)

Other items:

- Preapproval for graduate coursework clarification
- PT parity-add to PT/FT OL salary schedule
- PT assignment rights
- Retiree health care benefits

### b. Priorities

Retiree health, PT parity, Lab parity, PT health, COLA in contract for salary raise automatically

### c. Strategies

#### Unfolding/dynamic process

#### 7. Grievance Officer updates (Heather and Greg)

- Several current complaints around racial discrimination (student vs. faculty)
- Tenure-track faculty member on leave has revised evaluation schedule.
- One complaint was made formal by HR (student vs. faculty)- waiting to hear from independent investigator.
- Faculty vs. faculty complaint from start of semester - exhausted informal process, moving to formal complaint.

#### 8. Website

- Marilyne has decided to no longer manage CCFT website.
- Amy contacted web hosting site and is now account manager and is able to continue updating site.
  - Yearly fee due in December, to be discussed at next EB.
- Call for website assistance at CoR to help with more technical issues

#### Other

- CoR agenda- testing proctoring update, DEI legislature/evaluations (Jennifer can lead taskforce)
- Call for elections committee (contract ratification and EB elections in spring)

#### Future discussion items:

9. Lead faculty incl new CTE program in theater and AVMT (Heather)
10. Lab/lecture workload
11. FSA review (no update)

Next EB meeting: Nov 3

Next COR meeting: Oct 27

#### 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