



Executive Board

Adopted Meeting Minutes

April 6, 2023, 3:00 p.m.

Greg Baxley, President - P	Galadriel Bree Highhouse, COPE Chair- A
Heather Tucker, Vice President - P	Nancy Steinmaus, P.T. Faculty Committee Chair-A
Amy Kayser, Secretary/Communications Chair-P	Roland Finger, CoR Co-chair-P
Wes Sims, Academic Senate President – P	Jen Shellhorn, CoR Co-Chair -P
Elizabeth Lobo Treasurer – P	Tom Patchell, Grievance Officer -P

1. Approval of Agenda and minutes

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

Motion to approve 3-16 minutes made by Greg, 2nd by Jen, no objections, 2 abstentions.

2. Senate Report (Wes) - See agenda items below.

3. Member benefits table (Greg)

- Greg shared document outlining benefits of CCFT membership.
 - CCFT bargains on behalf of members and nonmembers and elicits feedback on bargaining items from all faculty to ensure fair representation.
- Suggestion: provide document to faculty on Opening Day – possibly add QR code to link to union application.

4. Upcoming officer election (Amy)

- Amy to check with Elections Committee to see if they need anything.
- Elizabeth has shared the membership list with addresses for election correspondence.

5. COPE (Galadriel) - Move to item #9.

6. Negotiations (Heather and Greg)

a. District counter #2, Lab load equalization, PT parity, Reassign time for Senate and coordinators, Retiree health benefit/resignation bonus, one-time bonus?

- District gave counter proposal:
 - Referred to data related to STRS, PERS and healthcare.
 - Compensation offer consistent with SCFF increase.
 - Increase chairs’ salary schedule but not the stipend.
 - Improve PT salary parity by using funds out of overall salary increase.
 - One-time bonus payment of 2% next year only.
 - Approved OER/ZTC Coordinator release time and .2 FTE for SLOA Coordinator for next year only.
 - Requested tabling lab loading adjustment until 2024/2025 until further analysis.
 - Proposed \$5,000 one-time payment for faculty planning to retire if they submit notification by early September.
 - Requested removing equity items in peer evaluation forms until guidance from chancellor’s office is given.
- Compensation offer is not acceptable. In 4-year period, district revenue has increased 30.37%, our proposed increases have cost only 20.46%, and district is expecting \$13 million in one-time funding this year.
- Greg made a call for faculty to make public comment to come show support for CCFT at BOT meeting. We can do this again and discuss at CoR.

b. District form for step advancement – no update

c. PT extra duty stipends - revised document ready

d. Banked load policies

- This item has not been taken to district yet because more feedback needed.
- Possible Proposal: Extend time to use banked load to 5 years for faculty (instead of current 3 years), keep maximum load banking at 200%, but limit the frequency of load bank leaves.

e. Sabbatical language

- CBA language needs to be updated - will be brought to Senate before district.
 - PD is a Senate matter, and leave is a CCFT matter, so affects both.
 - Contract language wasn't updated when Board policy was retired.
- Faculty committee makes recommendation. Then president or chancellor makes the decision.
- The committee wants to rank applicants and have possibility of granting multiple sabbaticals.

f. Counselor, dsps, and multi-modality evaluation forms (remove DEIA language)

- Pull DEIA language because Chancellor's office planning to provide guidance in meeting this requirement.
- Evaluation form consolidation can still be done.

g. NCC coordinator vs SLOA coordinator (enrollment trigger to bring back for negotiations?)

- 2 vacancies in NCC coordinator position.
- Consider allowing librarian (service faculty) to be NCC coordinator.
- MOU to allow Service Faculty to occupy this position.
- MOU will need to reopen hiring pool and include Service Faculty as eligible candidates, and then work on adjusting CBA language.

7. Spring Newsletter ideas (Amy)

- Highlighting Tom as Grievance Officer
- CCFT officer election results
- Negotiation status/recent union work (PT health care)
- Benefits of membership
- Highlights from CFT Convention
- No dues May
- 16-week Calendar

8. PT Chair (Greg)

- Nancy has resigned as PT Chair.
- Greg to send note to PT faculty who are CCFT members to invite interest in order to appoint someone at next EB for interim position.

9. Treasurer report (Elizabeth)

- Q3 budget report sent to EB members.
- Treasury \$137,270.54, Cope \$771.50 of which \$350 is BOT, \$130,038.06 savings
- 244 current members. FT =125, PT= 119
- Agenda for next EB meeting- discuss contributing more for endowment and scholarship.
- Instructional specialists stated that Division Chairs should choose own evaluation committee, but CBA states it's up to Dean. Proposed addition of 7.13.2.5:

The classified staff member on a Division Chair evaluation committee shall be selected by the classified staff of the division. If there is no consensus reached amongst the classified staff in the division, the Dean of Instruction (or Director) shall appoint a classified staff member.

10. Membership, EB social, and/or member social hour(s) (Elizabeth/Heather)

- All member meeting planned in place of social gathering.
- Possible EB social later in semester.

11. 16-week calendar for 2026-2027 (Wes)

- Taskforce investigating what type of calendar to present to college. It will involve curricular work, longer days/class times,
- Cal poly proposing 15 + 1 (finals week is the +1)
- Taskforce discussed possibly eliminating finals week to have 16 weeks of instruction.
- CCFT members would need to vote to approve compressed calendar.
 - Flex days in term to be removed.
 - College would need to send plan to district for approval.

12. Grievance Officer updates (Tom)

- Student complaint against faculty member for harassment - Tom to have meeting with HR.
- CCFT has obligation to represent faculty through grievance process

Future discussion items:

1. Catastrophic Leave Bank (Elizabeth and Heather)

Next EB meeting: April 20, 2023 Next COR meeting: April 27, 2023

Parking lot: 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? 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? higher interest account for legal fund. Term limits for trustees? FSA review (no update) Rotation for PT serving on district hiring committees. Separate COPE fund for state races? CMC compensation