



Adopted Meeting Minutes

Dec 15, 2022, 3:00 p.m.

Table with 2 columns and 5 rows listing meeting attendees: 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 Greg, 2nd by Heather, no objections.

Motion to postpone approval of 12-1-22 minutes to next meeting made by Greg, 2nd by Elizabeth, no objections.

2. Senate Report

- The college has received \$20,000 grant for zero textbook cost.
This is phase one, phase two grant is larger.
Aim is to have pathways for students to move through degree program without any textbook costs.
State Senate recommended grant be used for faculty working on coordinating this effort.
Wes to draft proposal for future Senate agenda, ask CCFT to collaborate on negotiation/scope of duties.
College Council has changed composition for spring.
There are new faculty spots, which require mid-academic year appointments (3 faculty spots to fill, 1 faculty is chair)
PT faculty could serve in one of these spots.
Removed requirement for service faculty member
It was the will of group to make the composition less prescriptive.
Chairs have communicated they want to meet to select Division Chair member for College Council.
Wes and Greg to reach out to Chairs to attend future meeting where subjects pertain to Academic Senate and CCFT.

3. Treasurer report and compensation for negotiations team (Elizabeth)

- Q1 budget report has been emailed to EB.
Current balances: Treasury: \$166,504.16, COPE: \$674.50, Savings: \$100,030.58
Membership: 261, FT:134, PT:127
Discussion of compensation for Nancy who serves in three capacities for CCFT: CoR Division Rep, PT Faculty Chair, and negotiator. Nancy to be compensated for all three roles based on past practice effective fall '22.
There is also a PT Liaison to EB role that is unfilled at present.

Motion to pay Nancy \$1,800 stipend for PT negotiation work at end of academic year made by Elizabeth, 2nd by Greg, no objections.

**Motion** to pay Jen Shellhorn for CoR Co-Chair, \$500 for spring '23 semester and for the prorated amount of \$100 for fall '22 semester made by Elizabeth, 2<sup>nd</sup> by Nancy, no objections.

- Discussion of paying PT faculty serving on hiring committees:
  - If hiring pools repeatedly fail it could be considered a conflict of interest.
  - Not many PT ask to be on hiring committees.
  - Greg has rotated who receives the appointment when there was more than one person interested.
  - Greg to send out announcement to PT faculty of hiring pool opportunity.
  - Rotation topic to be placed in Parking Lot to be discussed at future meeting.
  
- 4. Faculty fundraiser update (Greg)
  - Greg contacted faculty in Fine Arts - they took over fundraising efforts for faculty member waiting on work visa.
  - They set up a Go Fund Me and have already raised \$4310.
  
- 5. PT-faculty discussion/report (Nancy)
  - Nancy spoke at BOT about importance of healthcare for PT faculty.
    - a. PT health care update (Greg)
      - Negotiation team (Heidi, Nancy, Greg, Heather) presented proposal for PT faculty healthcare drafted based on CFT language.
        - District agreed to proposal, TA and MOU currently being prepared.
          - They will need to renegotiate if state reduces financial allocation.
          - In effect for spring '23, starting Jan 2<sup>nd</sup>, PT faculty can enroll in SISC plan with full fringe amount. Single payer fully compensated, out of pocket costs for family and dual rates.
      - Greg to notify PT faculty, and Amy to post signed TA and MOU on the Website when available.
  
- 6. COPE (Galadriel) – no update
  
- 7. Elections Committee recruitment (Greg)

We have two FT faculty on elections committee now: Erich Tucker and Jodi Meyer. We need one more member - Greg to invite PT faculty members to consider.
  
- 8. Evaluation signatures and other (Amy)

Greg working with Jacqui (Instructional Specialist) to update the evaluation forms and clarify signature process.
  
- 9. Negotiations (Heather)
  - a. Reopening articles from district
  - b. Service faculty
  - c. new CTE program in theater and AVMT (Heather)
  
- MOU signed regarding service faculty:
  - Several meetings and discussions with service faculty/counselors and district
  - New leadership at all levels within the service faculty group
  - Up to 2 remote days for FT, 1 for PT in exchange for increase in student contact hours (FT 25 hours student contact, 5 follow up), this was an increase from 23 to 25 hours.

- Currently working on language what is considered student contact hours.
- Counselors, DSPS, and mental health specialist, basic needs coordinator voted on MOU draft, 2/3 in favor.
- District now recognizing that follow up has been an important part of PT duties.
- May be possible for PT service faculty to get paid for division meetings (2/3 lab rate). They do a lot of training in their division meetings.
- Greg has been communicating with PT counselors and they have been actively participating in discussions and surveys.
- Article 4.20 (jointly reopened) dual enrollment: faculty to be paid off of salary schedule, agreed to district proposal. Work to be done: clarification of compensation/stipend amount for each faculty member assigned to high schools.
  - Important to understand duties of dual enrollment instructors.
- Article 5.5-5.6: District posed questions about what matters to faculty regarding the position of Division Chair: release time + stipend, or is it the # of divisions? No proposal yet.
  - Would CCFT be interested in less release time and a smaller stipend if there were more Division Chairs but keep the same total cost? Possible new Ethnic Studies Division.
  - NCC Coordinators to be part of this discussion.
  - Could the district use \$ designated for FT faculty hiring that wasn't used – equity related
  - #Chairs not in CBA.
- Lead faculty- cleaning up contract language.

10. Grievance Officer updates (Heather and Greg)

- Tom Patchell to return as Grievance Officer in spring '23.
- There are four current unresolved complaints - one will reach 90-day resolution limit soon.

Future discussion items:

11. Lead faculty incl
12. FSA review (no update)

Next EB meeting: Jan 19, 2023

Next COR meeting: Jan 26, 2023

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? retiree benefits, pay for back up GOs, higher interest account for legal fund. Term limits for trustees?