



Executive Board

Adopted Meeting Minutes

April 20, 2023, 3:00 p.m.

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

1. Approval of Agenda and minutes [No Senate Report (Wes)]

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

Motion to approve 4/6/23 minutes as amended made by Greg, 2nd by Jen, no objections.

2. Election updates (Amy)

- Elections Committee has sent out email and snail mail notifications of Treasurer, VP, and PT Faculty Chair officer elections.
- If there is only one nominee for each position, there won't need to be an election.
- Nomination form for EB officers need to include that the person will be automatically selected as CFT delegate (notice should be on election ballot). EC has corrected version.
- We don't have any TAs signed at this point for election.

3. 16-week calendar for 2026-2027

- College President appointed special taskforce to research 16-week calendar (faculty members included: Greg Baxley, Wes Sims, Brittany Mojo, Galadriel Bree Highhouse, and Matthew Davis.) The taskforce recommended that district convert to 16-week calendar.
- Challenges:
 - Chancellor's office may take up to a year to approve it. To implement by fall 2026, a proposal must be submitted to chancellors by spring 2024.
 - Negotiable item, so membership need to vote on it.
 - Membership needs to be informed (e.g., changes to flex, class schedules).
- Greg proposes position that is compensated that will do that work (1 year project).
- Most colleges conduct faculty surveys and hold Q and A sessions.

Motion to create calendar negotiations committee that will comprise of 2-3 members representing PT, instructional, and student services faculty for fall 2023 (with possible renewal for spring 2024) made by Greg, 2nd by Elizabeth, no objections.

CoR will be asked to approve this committee as well, and if approved, Greg to send out announcement to CCFT members inviting interest.

- We could ask for those interested to send an email OR we could ask applicants to write a statement of interest. The CoR could then choose the committee members.

Motion to pay \$2,000 stipend to each calendar negotiations committee member/semester made by Elizabeth, 2nd by Jennifer, no objections.

4. PT Chair (Greg)

- Nancy has resigned as PT Faculty Chair.

Motion to appoint Galadriel at interim PT Faculty Chair made by Greg, 2nd by Heather, no objections.

Motion to award Galadriel a stipend equal to 1/5 of stipend for semester for position made by Greg, 2nd by Heather, no objections.

5. Spring Newsletter ideas (Amy)

- Items discussed at last EB meeting will be included. May also include:
 - Welcome to new EB members
 - Calendar Negotiation committee
 - Puzzle - mini word search or crossword
 - Treasury information:
 - Adding \$20, 000 to endowment CCFT Future Teacher Scholarship
 - Legal fees are low due to professionalism of faculty.

6. Treasurer report (Elizabeth)

- Treasury \$159, 071.90, COPE \$970.50 of which \$350 is BOT, Savings \$130, 038.06
- Membership: 243, 124 FT and 119 PT
- Dues free May
- Elizabeth paying \$20, 000 towards Endowment as approved in budget.

Motion to increase payout for CCFT Future Scholarship to \$1,500 made by Elizabeth, 2nd by Greg, no objections, 1 abstention (Jen).

7. 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?

- Greg presented CCFT Counter #3 to district, which will be discussed 4/21.
- EB discussed proposal and strategies.
 - District's position is that revenue increase next year is 5%, but likely it will be more, and there was a large increase last year. District has been fiscally conservative.
 - Cuesta needs to be more competitive because there are limited number of PT faculty available in our area.
- Feedback from division chairs- lab load change will not adversely affect scheduling or curriculum.
 - b. District form for step advancement- TA to be coming soon.
 - c. PT extra duty stipends- presenting proposal 4/21
 - d. Banked load policies- clarified proposal addressing CCFT and district concerns.
 - e. Sabbatical language
 - Introducing idea of sabbatical leave bank to allow more people to take sabbaticals.
 - Clarify roles and communication between committee and president.
 - f. SLOA coordinator 10% for each of 2 years
 - g. Counselor, dsps, and multi-modality evaluation forms, counseling table
 - Senate gave feedback on instructional evaluation form, looking into off-cycle evaluation, and contract language needs clarification.
 - Counselors want clarification of what counts for their 25 assigned hours of student contact.
 - CCFT drafted table outlining tasks, but counselors are not in agreement over this.
 - The table is intended to protect faculty, but some felt devalued and micromanaged.

8. COPE (Galadriel)

- Opening for senate seat in California. CFT hasn't yet made a recommendation yet.
- House of rep member proposed resolution to deconstruct dept. of education (probably won't pass).
- Paso School Board election very close.

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

10. Member meeting May 11 or 18?

All Member meeting followed by social activity possibly finals week, 5/17

11. Grievance Officer updates (Tom)

- HR sent out email to faculty who is being investigated for complaints.
 - Tom recommended that faculty member send out guidelines about bullying to all classes. (from student code of conduct).
- One faculty member banned from hiring committees for six months for breaching EEO guidelines.
 - Faculty member informed by email, meeting with HR and dean.
 - Concern with negative way faculty member was treated by HR.

Future discussion items: Catastrophic Leave Bank (Elizabeth and Heather)

Next EB meeting: May 4, 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 Member benefits table