



Executive Board

Adopted Meeting Minutes

April 21, 2022

Table with 2 columns and 4 rows listing board members: Greg Baxley, Heather Tucker, Amy Kayser, Wes Sims, Elizabeth Lobo, Tom Patchell, Nancy Steinmaus, Roland Finger.

1. Approval of Agenda and Minutes

Motion to approve agenda with added discussion of new scheduling process made by Roland, 2nd by Tom, no objections.

Motion to approve amended 4-7-22 minutes made by Greg, 2nd by Heather, no objections.

2. Senate Report

- The revised hybrid evaluation form from the CoR taskforce created hasn't come to Senate yet... A Senate task force to be created... Equivalency is up for 2nd read approval.

a. No Treasurer Report (Elizabeth) Dues free May?

Notes provided by email:

- Treasury: \$161,752.84, COPE: \$3,172.50... Current membership: FT: 119 out of 133, PT: 150 out of 398... No dues May? This is an actionable item TBD before 5/15.

PROS-

- Account balances are strong, and legal expenditures have remained low. Good will with members and individuals' personal expenses are way up.

CONS-

- Any new members could not join between now and Summer or Fall... This would cost CCFT about \$22k... EB agreed to bring topic to next CoR meeting for discussion.

3. PT-faculty discussion/report (Nancy) JEDI encouragement?

- PT survey had 109 responses, which is significant. Putting out survey is opportunity to educate members... Nancy shared some findings including: Q: compensation items considered important... Q: review contract language... Q: how to load PT faculty... Q: value and job satisfaction.

- Over 60% of PT faculty stated they felt supported by FT faculty, other PT faculty, their Division chair, and classified staff.
  - Q: Contract language questions- reassignment rights, but not many Level 3 faculty, over half agree that Level 2 should be able to replace Level 3 faculty
    - Loading of PT faculty- 55% using combination of seniority and qualification, 32% just using seniority
    - Job satisfaction- feeling valued (43% feel valued)
  - Q: Division values input on the following:
    - curriculum revision (62.4%), scheduling (63.5%), and teaching techniques (70.6%)
  - Q: I would attend commencement
    - If I knew a student who was going through (60.8%)
  - Q: I would be interested in attending CCFT-sponsored meetings focused on PT concerns
    - late afternoon/early evening (48.5%)
- Nancy has been promoting JEDI with PT faculty and emphasizing that compensation is available for participation.
  - Service faculty member contacted Nancy to say they were interested in JEDI. Right now, no mechanism for them to do the deliverables required in the program.
  - Greg to check with JEDI facilitator about service faculty. Most JEDI participants have been PT faculty.
- PT faculty whose unemployment request was rejected had the appeal approved. Unclear why they are rejecting the request in the first place.
- Nancy to offer a flex workshop for PT faculty in fall.
- Faculty member has been writing to CCFT about the counselors who are losing their load in fall '22. Heather and Greg met with administration to advocate for the counselors, but they were uncompromising.
- If they are in the hiring pool, maybe they could be brought back in the future. Nancy and Greg to respond to a faculty member who was concerned about this issue.

#### 4. Election endorsements (Greg)

- a. Dawn Addis recap
- b. Invites to all member meeting

- Dawn Addis was very appreciative of support and \$500 check. She would like to attend meeting and invited questions in advance.
- Dawn and Jimmy to be invited to all member meeting May 12<sup>th</sup>.

#### 5. Future negotiations (Heather)

- Clarifying in the contract that .6 FTE max release time refers to CCFT only, and doesn't mean you can't have release time in other areas.
- Revising the promotions within the unit section in light of the reclassification of Nursing Director job.
- The process for advancement of salary columns for faculty who complete more education should be clarified and streamlined.
  - One faculty member was denied advancement because he started the doctoral program while waiting for approval.
  - Process should be automatic and faculty should be encouraged to pursue further studies that will benefit the college.
- Some cleanup is needed in the CBA regarding sick leave/catastrophic leave bank to make sure it's current and is compliance with Title 5 Ed Code.
- Release time definitions need to be clarified for service faculty.
- Article 4.20- change, when they updated language the way they used to identify the different salary schedules, may have been a cut and paste error but good to cleared up. (minor item)
- PT evaluations- any changes we make to that process include in next version of CBA.
- Ongoing Salary and PT benefits/fringe
- The district had asked to open Article 5, but they agreed to leave it when CCFT pulled the retirement issue. We have to make the decision if we want to bring that back.
- Heidi to be on negotiating team to ensure representation by service faculty.

#### 6. Sick leave primer feedback (Greg)

- Parts to be used in Newsletter and then link to the entire document on the website.

## 7. Overload calculations (Heather)

- There is no standard understanding of how many hours % of release time equals for faculty groups that have different bases and whose hours are accounted for (e.g., Assistant Director of nursing is 25% release time, but no agreement on how many hours it is, suggestions ranged from 3-8 hours). This needs to be clear in CBA.
- Greg and Heather to create some scenarios to find a solution.

## 8. Grievance and Investigations and Personnel – Tom

1. Complaint regarding faculty member and alleged racism resolved. Now there is an accusation that faculty member discussed the case with a witness.
2. Nursing grievance is ongoing- still being investigated.
3. Fine Arts case is also ongoing.
  - In general, it seems haphazard how Tom gets this information.
  - To be fair to all faculty members, there should be a uniform, clear, and transparent process.
  - Greg and Tom to set up meeting with Melissa so that Tom can get information directly.

## 9. PT Evaluation- no update.

## 10. Spring Newsletter (Amy)

- Draft of spring '22 newsletter was shared and discussed. Goal is to have it completed by first week in May.
- Add - All member meeting 3pm May 12 Via Zoom.

## 11. Scheduling

- Division Chair asked Roland and Tom to bring to topic of new scheduling process to CoR.
  - Claims added workload burden and implied that if chairs didn't comply, they would be removed from the scheduling process.
- Unclear how many Chairs are resistant to this change, though many expressed strong objections to process and roll out at Instructional Cabinet meeting.
- Admin has been wanting more face to face classes but many faculty want to teach online. This schedule change could be a response to that- a way to be more responsive to student needs.
- Could be a problem for PT faculty who may not know their assignment until later.
- In CBA- guarantee that Division Chair consultation with faculty and Dean develops initial schedule. Assignment, follow consultation with Division Chair.
- Starting from blank slate is problematic, insinuation by administration that we schedule based on faculty preference.
- New class search tool on website is difficult to read, but more mobile friendly, so it solves some problems but created interface issues. Faculty feedback wasn't considered.

## 12. FSA review (no update)

Future discussion items:

13. Lead faculty incl new CTE program in theater and AVMT (Heather)
14. Lab/lecture workload

Next EB meeting: May 5

Next COR meeting April 28 (~~Jimmy Paulding~~)

Request to make COR meeting shorter, dues free May, election as Rep

Next All member meeting May 12 (special guest stars Jimmy Paulding and Dawn Addis)

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