



Council of Representatives

Draft Meeting Minutes

March 25, 2010, 3:00 – 4:30 p.m.
Room # 5305 Cuesta College

Attendance according to the sign-in page (*p* = present, *a* = absent):

Academic Skills/DSPS

(No elected rep)

Biological Sciences

Michael Holmes (*a*)
Nancy Mann (*p*)

Business Education

Michele McAustin (*p*)
Traci Robichaud (*p*)

Counseling

Dana Gough (*p*)
Julie Smith (*a*)

Engineering and Technology

David Fernandez (*p*)

English

(No elected rep)

English as a Second Language

(No elected rep)

Fine Arts

Douglas Highland (*p*)

Health Center

(No elected rep)

Human Development

Dawn Brown (*p*)
Margie Perez-Sesser (*a*)

Languages and Communication

John Arno (*a*)
Beth-Ann Dumas (*p*)
Tony Rector-Cavagnaro (*p*)

Library Services

Kevin Bontenbal (*p*)

Mathematics

Denise Chellsen (*p*)
Julie Hoffman (*p*)
Barbara McGee (*p*)
Jodi Meyer (*p*)

Nursing / Allied Health

Mary Ann Ambrose (*p*)
Cathy Cyr (*a*)

Performing Arts

bree valle (*a*)

Physical Education

Brian Locher (*a*)

Physical Sciences

Debra Stakes (*p*)

Social Sciences

Peter Dill (*p*)
Kathryn Logan (*p*)
Mark Weber (*a*)

Student Life and Leadership & Health Center

(No elected rep)

Workforce Development

(No elected rep)

Executive Board (non-voting)

June Beck, Communications Chair (*p*)
Marilyne Cleeves, PT Fac. (*p*)
Peet Cocke, VP (*p*)
Victor Krulikowski, GO (*p*)
Allison Merzon, Pres. (*p*)
Mark Tomes, S-T (*p*)

Visitors

Dennis Baeyen

Bontenbal opened the meeting at 3:13 p.m. before a quorum was reached. The meeting was chaired by Bontenbal. A quorum was reached soon into the first agenda item; no business was transacted before the quorum was reached.

NEW BUSINESS

1. Division Concerns

Some division reps expressed frustration with the new unit plan and program review process. Deadlines for the forms change frequently.

Biology division members are concerned about a lack of funds for their department, increased workloads, and a dwindling supply budget.

Social Science reps expressed concerns about the student learning outcomes; right now they are “chafing under them but coming to grips with them.”

2. Approval of Minutes

Bontenbal reminded the Council members that minutes are written according to what occurred and what was said at the meeting; editorial comments concerning those items are not included in official minutes. A motion was made (Dill/Highland) to approve the February 25, 2010 Council of Representatives meeting minutes. It passed unanimously.

3. Teaching Distance Education

Brown began a discussion about contractual issues regarding developing and teaching distance education (“d.e.”) courses. There used to be compensation for developing d.e. courses, but that was eliminated from the contract a few years ago. Many Council members stated how much extra work it is to develop and to teach a d.e. course; it deserves extra compensation. Also expressed was how little technical support there is at Cuesta College for instructors and for students teaching/taking d.e. courses.

Brown offered suggested contract language that gives a stipend to instructors who create d.e. courses and a “first rights” guarantee to teach the courses they develop. A discussion ensued. Points made include the following:

- reassigned time instead of a stipend for developing a d.e. course might work, although both cost money
- many other colleges have much more support for d.e. course development and instruction than Cuesta College
- it takes less time to convert an existing course to a d.e. course
- some instructors have developed d.e. courses, but then were not assigned those courses
- a guarantee to teach a course would only apply if the course met the criteria for keeping a course (e.g., adequate enrollment)
- some divisions have allowed instructors to teach the d.e. course(s) they developed up to a certain number of semesters (e.g., four semesters), but not in perpetuity
- extra compensation for teaching a d.e. course, especially for the first time, is appropriate
- an instructor does not have to give their d.e. course content to another instructor
- how do bumping rights affect an assignment guarantee? which supersedes the other?
- full and hybrid d.e. courses need to be differentiated
- faculty members do not get reimbursed for developing other courses now, so it appears the actual issue is the lack of support for developing d.e. courses, learning new methods, technology, and pedagogy
- it is possible to transfer the shell of a d.e. course to another, and there are intellectual property rights issues involved
- we should get support for d.e. in the strategic plan (Beck is the CCFT rep on that committee); however, it should also be in the contract
- another problem is on-going support for teaching d.e. courses; perhaps there should be compensation for teaching any d.e. course at any time
- the Distance Education Task Force report dealt with many of these issues; we should refer to it for its ideas on a d.e. support infrastructure
- the task force also dealt with evaluation issues, stating that a faculty member should have certain qualifications to teach a d.e. course and should be evaluated for the d.e. course because it is so different from other methods. The contract’s Article 7

Evaluations is up for negotiations after we finish the current round, but an MOU could be developed in the meantime.

- the CCFT Negotiations Team needs draft language for d.e. compensation, particularly the philosophy and tenor of the contract language so that the team has some flexibility when negotiating.

Merzon and Brown will develop draft contract language for a possible d.e. MOU (which will include instructional support) to bring back for discussion at the next Council meeting.

4. **Summer School Resolution**

Merzon brought back this issue to the Council, noting that the summer session had been cut by the Cuesta College administration with no discussion with constituent groups and no reasonable rationale. It has already been budgeted for 2009/2010, it violates the legal mandate to negotiate, many students will lose their ability to graduate or lose funding benefits (the latter include veterans), faculty have already taken over \$1,000,000 in salary cuts, and Cuesta has an extra \$1,000,000 that is being sequestered and unbudgeted. It is hoped that all constituent groups raise these issues with the Board of Trustees at its April 14 meeting.

A draft resolution raising the issues has been approved by the Associated Students of Cuesta College (ASCC) and by CCCUE. It will be discussed at the Senate Council meeting on March 26.

It was noted that a summer session could be planned starting today.

Merzon reported that procuring actual figures for the costs of summer session has been difficult. Gil Stork estimated at a Planning and Budget meeting that it costs \$1.5 million to run summer session. Only \$70,000 of that is in faculty salaries at this point. All of the costs could be split between the 09–10 and 10–11 fiscal years.

One puzzling aspect of the administration's decision to cut summer session is that no other administrator, classified, faculty, computer lab, etc., cuts are planned for the summer, despite the large lack of students on campus.

A motion was made (Bontenbal/Stakes) to endorse the resolution. Some members wanted more dollar figures added to the resolution, while some noted the importance of keeping a student focus, particularly how many veterans will lose their benefits if this summer session is cut. It was noted that two groups had already endorsed the current draft, but Merzon reported that both groups have allowed some flexibility into the resolution's language. Adding a solution to the problem was suggested. The motion was approved unanimously (with changes discussed).

5. **COPE Chair**

Merzon brought the nomination of Debra Stakes as COPE Chair to the Council. She reported that Mike Masterson, who was appointed last semester to this post, was interested in helping but has had schedule difficulties; he has received no CCFT stipend. Stakes is also on the Accreditation Steering Committee. She said that the number one thing to work on is getting a "better, stronger Board of Trustees." The filing period for candidacy for the BOT is only in a few months. A motion was made (McAustin/Dill) to approve Stakes as COPE Chair and was subsequently passed unanimously.

6. **Benefits and SISC**

Gough reported that the Benefits Committee is searching for a new health insurance and 403b/457 plan broker; some firms have expressed interest. It appears that, due to calendar issues, "getting out of SISC" could be problematic but not impossible. SISC will not release actuarial or historical data so it is difficult for other companies to know what to bid for on the contract. Also, given premium increases that Anthem is hinting at, costs for health insurance might reach PERS premium levels, eliminating one of the major obstacles to going with PERS. Finally, a third party administrator for 403b/457 plans will mean less liability and work for Cuesta.

CONTRACT EDUCATION/CLARIFICATION

1. Peer Review Process

Weber, who had asked for this item to be on the agenda, was not able to attend this meeting and asked that it be tabled for the next meeting. It was.

OLD BUSINESS

1. Constitution/Bylaws/Contract Access

Nothing was reported for this agenda item.

2. SLOs Issues from Divisions

Merzon reported that the Student Learning Outcome Assessment Committee has a “to do” list. A draft statement of principles is being circulated to all constituent groups, and it is hoped that all groups, including the Cuesta administration, will sign it. The most current draft will be sent to Council members and will be discussed at the April 13 CCFT membership meeting. Merzon and Senate leaders are mapping out what needs to happen for a smooth implementation that does not impact faculty workloads any more than it has to.

ON-GOING BUSINESS

1. College Updates

College Budget – Merzon reported that the administration reported a 3–year Cuesta College budget projection that shows a deficit for next year. However, the administration’s report failed to include this year’s projected positive ending balance, which actually put next year’s budget in the black. Such discrepancies do little to add confidence in the administration’s ability to manage or report the budget and finances accurately.

The Retirement Incentive Program (technically different from a golden handshake program) will be voted on by the Cuesta College President’s Cabinet on March 29. An independent consultant projected over \$500,000 in college savings the first year if only 10 faculty members use the program, rising to over \$1,000,000 in three years, even with replacement with full–time faculty members. More savings will be enjoyed with more participants in the program. Merzon noted that a program is being worked out that will allow participants some post–retirement work options without losing their STRS benefits (check details of the program). Also, it is too late to replace all retirees with full–time faculty members by Fall 2010, and re-hiring priorities will need to go through the Shared Governance Committee process; there are some divisions that have been waiting years to replace vacant retiree positions.

Fact-Finding – The CCFT Negotiations Team and EB are discussing whether to allow PERB to appoint a third member of the fact–finding group or to appoint the third member mutually with the district. There are advantages and disadvantages to both scenarios. Also, Merzon has been working closely with Patty Cox, CFT budget analyst, to prepare for fact–finding. Finally, CCFT is still waiting to receive from the district their last proposals for Articles 8 and 9.

South County Calendar – Merzon reported that CCFT has worked in earnest to meet with the district to discuss the South County Center Fall 2010 calendar but that the administration has refused to meet. Neither CCFT, the Calendar Committee, nor other constituent groups were consulted. Even the division chairs were only told of the change last month and were told to “work it out.” Neither has the district released the results of a survey that administrators said was taken regarding the calendar. Unfortunately, CCFT has had to file a grievance and a PERB complaint against the district to get them to bargain the calendar. Merzon pointed out that CCFT is not particularly opposed to the calendar

change but that it clearly is a negotiable item; legally-mandated processes must be followed.

2. **Negotiations Report**

Some questions regarding long-term subs have come up, so Merzon addressed them. She started by stating that long-term subs have been used for many years. One primary purpose of having long-term subs is to have a sub take over a course for a faculty member who needs to take extended leave. The latter instructor is loaded (a 0% load) so that they can access their leave pay. In the past, if a long-term sub had a course for 9 or more weeks, s/he received part-time lecture pay and, of course, a course to teach, but not flex day obligations or sick leave accrual. CCFT has currently negotiated on a case-by-case basis getting part-time lecture pay for a long-term sub at any time the sub takes over the prep for the course.

The CCFT Negotiation Team still is not satisfied with the current situation and wants to negotiate better contract language both for the instructor of record and the long-term sub.

3. **Secretary-Treasurer's Report**

Tomes reported that the CCFT treasury has 4938.02 in it. The COPE treasury has \$4413.19 in it, with \$1210 of that allocated to a Board of Trustees campaign.

The Executive Board approved the CCFT mid-year budget and forwarded it to the Council for discussion. Tomes stated that his policy is to be as accurate as possible in drafting income and expense projections. The current CCFT budget shows a \$195 increase in funds over the initial 2009-2010 budget that was approved last September. Tomes also reported that the Cuesta Payroll Office staff have said that the CCFT dues restructuring will be implemented on the March 31, 2010 payroll.

4 - 7. (Ran out of time.)

8. **Other**

Dill reported that the Cuesta Planning and Budget Committee is looking at the 2010-2011 budget and possible cuts for that year (despite not having a deficit; see above). He will report any information that emerges from the committee meetings with the Council members.

The meeting was adjourned at 4:50 p.m.

Minutes respectfully submitted by Mark Tomes, Secretary-Treasurer.

Next Council of Representatives meeting: Thursday, April 22, 2010.

Next Executive Board meeting: Thursday, April 1, 2010.

CCFT membership meeting: Tuesday, April 13, 2010.