



Executive Board Meeting
Thursday, January 15, 2009, 2:30 – 4:30
Room 3219, Cuesta College

Approved Minutes

Present: Kevin Bontenbal, Peet Cocke, Andrea Devitt, Victor Krulikowski, Allison Merzon, Mark Tomes, Peggy Wright

Absent: Steve Leone, Ron Ruppert

Guests: June Beck (as Chairperson of the Communication Committee, for non-confidential items)

The meeting was called to order at 2:37 p.m. by Allison Merzon.

1. Approval of Minutes

A motion was made (Devitt/Merzon) to approve the draft December 18, 2008 EB meeting minutes. The motion passed unanimously.

Merzon noted that the Fall 2008 semester was both “awesome and awful.” She has resolved to “weed out the noise” and keep focused on priorities, particularly “being here for faculty.”

2. Joint Senate/Union Issues

No report. It was noted that, in the interests of efficiently using meeting time, the Senate report should focus solely on joint Senate/CCFT issues.

3. Webmaster

Tomes reported that the EB had taken an e-mail vote over the winter break to appoint Marilyn Cleeves as the new webmaster; it was approved unanimously. Tomes also reported that CCFT and Cleeves now have exclusive access to the lunarpages hosting site and that Ralph Sutter has moved the “ccft.org” domain name location to a site that Cleeves thinks will work better than the previous site. Cleeves can use the documents and files at the lunarpages site for the new site, which she has indicated will happen soon. Sutter had also suggested that the authority of changing the domain name server site be given to the webmaster.

Schubert had written a letter to Merzon claiming copyright authority of the ccft website, including the “majority of content.” There was consensus that the claim was unfounded.

4. Secretary-Treasurer’s Report

Tomes reported that the CCFT treasury overdraft of \$1123.10 reported at the last meeting appears to have occurred as a result of the conversion of the Quicken for Windows treasury file to the Macintosh version; apparently it calculated the total funds in the treasury incorrectly. This is a known intermittent bug of Quicken.

The error resulted in a \$9,043.68 reduction in actual CCFT treasury funds. This partially explains why the previous Treasurer thought the beginning balance after the conversion of Quicken files in August 2008 was too high. Tomes has corrected the treasury file to match

the GAAP audit findings (after contacting the auditor on the issue) and the bank balance; all three items now match.

There currently is over \$21,000 in the treasury, although that will get largely reduced after paying the upcoming AFT per capita and legal bills. Tomes noted that there is only about \$10,000 left to pay on the legal bill that originally was \$70,000 in August 2008. After that is paid off, CCFT can begin building up its reserves again. He estimated there are monthly legal bills ranging from \$1000 to \$5000.

Tomes said that it would cost CCFT about \$1000 for a delegate to attend the CFT Annual Convention in March 2008. There have not been any members showing an interest in attending the February 2008 CFT Leadership Conference, so that frees up funds for more delegates to attend the convention. A motion was made (Merzon/Tomes) to approve up to ten delegates to the CFT convention. Merzon will make an announcement to the membership regarding nominations for delegates to the convention.

Reporting back from a question the EB had at its last meeting, Tomes said that the district is charging CCFT the actual substitute instructors' salary amounts for reimbursement for EB members who have release time, when their courses have substitutes. When an EB members' courses are not being replaced, the actual salary of the EB members is being charged to CCFT.

5. Flex Activity Update

Merzon reported that the flex activity on evaluations sponsored by CCFT and presented by Merzon, Debra Stakes, Greg Baxley, and Marie Larsen "was packed"; they gave out over 30 packets of "best practices" of faculty evaluations. Attendees asked for other workshops on evaluations for part-time faculty members and what division chairs can do to make the evaluation process go smoothly.

Many faculty members at the workshop signed up to have a full-time faculty member observe them before their official evaluation to give suggestions on good instructional practice, a suggestion that came out of a Council of Representatives meeting.

6. Opening Day

Merzon reported that due to an unavoidable family matter she cannot attend the Spring 2009 semester Opening Day activities. However, she has videotaped her speech; Cocke will introduce it. A discussion ensued regarding who would speak during the union portion of the faculty hour. It was decided that all the EB members would report on the activities in their bailiwick.

7. Spring 2009 Calendar

It was decided that the EB will continue to meet on the first and third Thursdays of the month. The first meeting will be on January 22, 2009 from 2:30-4:30 p.m. The primary topic will be discussion of the draft Constitution and Bylaws.

It was decided that the Council of Representatives will meet on January 29, 2009 from 3:00 to 5:00 p.m., with the primary topic of discussion being the draft Constitution and Bylaws. Meeting times for the remainder of the semester will be set at that meeting. It was suggested that monthly meetings probably will suffice.

A membership meeting will occur, probably in March 2009, to discuss the draft Constitution and Bylaws.

8. Committee Reports

Benefits Committee – Merzon reported that this committee has not always followed the contractual process; she will be attending the meetings and referring the decisions back to the EB and Negotiations Team. The dental fringe/premium issue is continuing to be worked on. In addition, the Negotiations Team will be pro-active in negotiating a year ahead of the deadlines so that we are not continually forced to make important decisions "under the gun."

Communications Committee – Beck will be coordinating another newsletter for a February 2009 publication date. She recommended that each EB member contribute something. Another suggestion was a “member highlight” feature and continuing the “Know Your Contract” feature.

Calendar Committee – Merzon reported that this committee will meet one more time to set the 2011 academic calendar. Other topics are a “block” schedule and a 16-week calendar.

COPE – Devitt has been elected as a delegate to the Democratic Party state convention. In addition, she has the CCFT T-shirts and will be selling them at Opening Day.

Constitution and Bylaws Revision Committee – Tomes reported that the committee met twice over winter break and has completed a solid draft; it is ready to present to the EB and Council of Representatives. It was suggested that the two bodies discuss it in detail and then a revised version be sent to the membership for discussion.

Tomes discussed the many problems with the current dues structure. A new problem that recently came to light is how two faculty members who both have 1.1 FTEF workloads pay different dues amounts because one is on a 10-month pay period and the other is on a 12-month pay period. Another problem is that full-time classified staff who teach credit courses were not identified by Payroll for CCFT dues/fees payroll deductions because Banner classified the courses as “overloads.”

Tomes suggested that any dues changes be voted on a ballot item separate from the draft Constitution, which will keep the more controversial portion out of the draft and will allow a discussion of any dues changes separate from the draft Constitution.

Part-Time Faculty Committee – no report.

Peace and Justice Committee – no report.

9. Personnel Issues

Merzon reported that the case in which we have been waiting for the arbitrator’s decision since last November is now scheduled to have the decision given to us in March 2009. Other confidential cases were discussed.

10. Negotiations

A variety of negotiation issues were discussed.

The meeting was adjourned at 5:00 p.m.

Respectfully submitted by Mark Tomes, Secretary-Treasurer.