Meet and Confer
Management and PCCEA
Friday, March 13, 2015

Present: Nan Schmidt, Lisa Anne Smith, Matej Boguszak, Scott Collins, Alison Colter-Mack, Dr. Ann Parker, Julia Fiello, Makyla Hays, Ted Roush, Kate Schmidt, Greg Wilson, Dan Berryman (ex-officio), Denise Dudoit (note taker)

Absent:

I. Public Comment
   a. None

II. Review and approve Meeting Notes
   a. 2.13.15
   b. 2.20.15
   c. Approved notes with revisions

III. Cost Savings related to FPPS
   a. No discussion

IV. Discussion Topics
   a. Article XI. Reduction in Force
      i. Management apologized for the change in direction
      ii. Chancellor directed Management Team members (all employee groups) to develop a policy that provides a simple process based on College needs rather than seniority.
      iii. Policies from other higher learning institutions as well as State law and their policies, and K-12 policies were reviewed by Management.
      iv. PCCEA team members are concerned this draft and the process that led to it does not follow a collaborative process and is extremely focused on Management rights.
      v. PCCEA suggested other institutions to consider
      vi. As Chief Spokespersons for Management and PCCEA, Lisa Anne and Nan will meet to discuss this policy proposal and share the outcome with their teams for discussion and feedback.
   b. J1, Article VI. Leaves, Section D. Holidays and Recesses
      i. Revisions to dates
      ii. No further discussion; proposal J1 signed
   c. J2, Appendix Q Task Force to Review Horizontal Movement
      i. Extended dates
      ii. No further discussion; proposal J2 signed
   d. J3, Article V. Compensation
      i. Addition of language indicating how Instructional faculty may receive pay
      ii. Resolves an ongoing problem with faculty pay periods
      iii. No further discussion; proposal 3 signed
   e. Faculty Collegial Conference Supplement for Student Learning Outcomes
      i. Discussed changes to language
ii. There was confusion relating to the process and PCCEA suggested the form begin with directions
iii. The form will be used this year
iv. Management will determine if the form should be placed in the FPPS and prepare a proposal if it goes into the policy manual

f. E1, Article II. Conditions of Work, B. Workload, Workload Calculations and Accountability
   i. Corrects language currently in policy and aligns with existing language elsewhere in policy.
   ii. *No further discussion; proposal E1 signed*

g. E2, Appendix N Step Progression Plan
   i. Corrects language currently in policy
   ii. *No further discussion; proposal E2 signed*

h. E3, Article II. C. Overload Contracts (Teaching Assignments)
   i. Declining enrollment is forcing more instances of last minute schedule changes; solutions are being created by administrators without collaborating with faculty.
   ii. Adding language to clarify overloads are voluntary
   iii. *No further discussion; proposal E3 signed*

i. Online substitutes
   i. Suggested proposal is a starting point that may identify other issues
   ii. Changes are mainly to clean up the current policy
   iii. *No further discussion; Kate and Matej agreed to work on the proposal and present their draft at the next meeting.*

j. Online Class Size
   i. Currently, there is not a policy in place, just practice
   ii. The teams will look at what is currently being done and will bring feedback to the next meeting
   iii. Policy exists for exceeding the class size but not for small classes

k. Early Active Retirement
   i. PCCEA will send Management the information they have as a starting point
   ii. The highest paid Faculty are generally those who are retiring resulting in a loss of skill and experience
   iii. The idea would be to offer a limited number of people a reduced contract for specific work or for someone with specific skills who can mentor and train their replacement
   iv. The interest would be to construct a policy that does not commit the College to a certain amount of money each year but could be brought back as needed

l. Compensation
   i. PCCEA is not ready to officially withdraw proposals regarding compensation. A member of their team is working on an idea to share at a later meeting.
m. PCCEA withdrew its proposal regarding small disciplines.

V. Agenda Items – 3.27.2015
   a. Public Comment
   b. Review Meeting Notes
      i. 3.13.2015
   c. Discussion Topics
      i. Article I – Management
      ii. Step Progression
      iii. Substitute Pay, Online classes – Matej and Kate
      iv. Early Active Retirement
      v. Article XI
      vi. Student Learning Outcome (SLO)
      vii. Attendance Task Force, syllabi - Management
   d. Agenda Items – 4.10.2015