

Cerritos College Faculty Federation (CCFF)  
Public Executive Board Meeting Agenda  
(Tuesday) Feb 20, 2024

11:00 am-12:30 pm

Zoom link:

<https://us02web.zoom.us/j/85863962383?pwd=YnFOOXlK0RSK0t5YzAvQ09oNHdDZz09>

Eboard Attendees:

Lynn Wang, MiaSarah Walsh, Mariam Youssef, Lisa Blod, Christian Teeter, Henrietta Hurtado, April Bracamontes, Lyndsey Lefebvre,

Guests:

Anna DeMichele (Division Rep from Fine Arts), Ralph Casas (Senate liaison), Jason Hultman

1. Call to Order - 11:02am
2. Adoption of Agenda
  - a. Motion to adopt the agenda by Mariam Youssef. Seconded by Lyndsey Lefebvre
  - b. Opposed: None
  - c. Abstained: None
  - d. Adopted by General Consent
3. Approval of Minutes ([02/12/2024](#))
  - a. Motion to approve the minutes Mariam Youssef "with edits"
    - i. Correction of abbreviated names to written out names by April Bracamontes
  - b. Seconded by April Bracamontes
  - c. Approved by General Consent
4. Action Item(s)
  - a. [Approval of 2021-2022 Financial Review](#)
    - i. Presented to the board, some suggestions re: the wording in the reports and status of findings
    - ii. Implemented recommendations in final report w/edits
  - b. Motion to approve by Henrietta Hurtado. Seconded by April Bracamontes
  - c. Opposed: None
  - d. Abstained: Lynn Wang
  - e. Motion passes
5. CCFF Standing Committees Report
  - a. Membership Committee
    - i. Lisa Blod: Currently reaching out to potential members
    - ii. Lynn Wang: Annual membership meeting to occur on 03/29. Rough draft for schedule (in person opportunity)

1. 8:30-10am: review budget & bylaw/constitutional proposals
2. 10-12noon: workshops & panel (how to prepare for retirement & things you wish you knew)
3. Recess to lunch- falcon's room 40max capacity / surf and turf
4. 1-2pm: workshops (AI, teaching assignments, & payroll)
- iii. April Bracamontes & Lisa Blod sent out email for potential bylaws and constitution changes
- iv. Need to bring results back to eboard for general review
- b. Negotiations/Contract Development Committee
  - i. April Bracamontes: Meeting w/ district scheduled for 02/23
    1. Academic Rank – Taskforce developed sample language, submit to senate, & should be brought up on next agenda
    2. Academic Freedom – Taskforce meeting scheduled for 03/06
  - ii. Meeting every week with the district
- c. President's Report
  - i. FLEX Requirement for 23-24
    1. CBA (10 month faculty) required to work 175 days. Subsequently in MOU, 172 will be instructional days, additional 3 will be flex (8 hours x3 days = 24 hours), 4 of the 24 hours will be "Compliance Training"
    2. The following 4 trainings meet the "compliance training" requirement for the year
      - a. 90 min OCR training/ Accommodation & Accessibility
      - b. 20 min FERPA/ Keenan
      - c. 20 min Workplace Violence/ Keenan
      - d. 20 Cybersecurity
    3. For 11-12 month faculty: HR urged to provide more explicit communication to managers for folks to be provided time to engage in training
    4. Part-time: no formal decision on when training is required
  - ii. Los Padrinos
    1. On 02/15, the county was given 2 months / 60 days to fix issues at Los Padrinos
    2. Union goal to protect faculty assignment, working conditions, etc.
  - iii. LACOE Payroll
    1. Senate: Proposed LACOE payroll changes from last day to first day
    2. Only community college on the LACOE Best program/ opted in as pilot program (Jan 2021). Tax for overload not taken out correctly.

3. Clarification: contracted for 10 months, still getting 10 paychecks. 10 months per academic year/ not tax year
  4. 2024 year: overall wage will reflect 9 paychecks
  5. 2025 year: overall wage will reflect 10 paychecks
  6. Subsequent years will not be affected
  7. Considerations for potential retirees
  8. Information on CCFF website
6. Shared Governance Standing Report
- a. Faculty Senate
    - i. Ralph Casas: Negotiation item "Academic Rank"
    - ii. Admissions & Records report regarding BOT students. Seem to be registering, expanding waitlist, collecting money, and not attending the class, A&R report, let us know that they're not taking it lightly, ID verification, changing procedures daily
    - iii. April Bracamontes: (Question) What do instructors do if they possess BOT information? Is there a place we should be sending that to?
    - iv. Lynn Wang: (Answer) Laura Estrada Assist Director for A&R
  - b. Coordinating
    - i. Lynn Wang: 2 revisions of Administrative Procedures (APs) were proposed and adopted related to CTE programs. Faculty were given the chance to provide input
      1. AP 4102 about workforce improvement
      2. AP 4103 about on the job learning
    - ii. Board meeting this Wednesday 02/21
      1. Questions re: temp non-contract nursing faculty hire for replacement
  - c. Planning & Budget
    - i. Felipe Lopez, VP reviewed FTES data
      1. Enrollment P1 = 15,695 very close on Cerritos norm
        - a. Typically hover around 16,000
        - b. Institution is recovering
      2. Report on total spending based on top expenditures
        - a. 22-23 Capital outlay increase for police and library
        - b. 19-20 Capital outlay increase for student housing
      3. HERF pay off any additional student debt, purchasing toward Hi flex classrooms, covid tests, and EPPS/
        - a. Must be spent by June 30<sup>th</sup>
    - ii. April Bracamontes: (Question) Replacement identified for planning and budget?
    - iii. Lynn Wang: (Answer) Senate must determine replacement out of the multiple individuals identified
  - d. Students First Framework

- i. RSVP for March 1
    - ii. Activities, share-outs, intended to help the district set goals for the new "Educational Master Plan"
    - iii. Equitable access, career & transfer, completion, & institutional health
  - e. Employee Development
    - i. Lynn Wang: Have not met
  - f. Safety
    - i. Jasmine Dunn: Not in attendance
- 7. Items from the floor
- 8. Adjourn - 12:01pm