

CEER MEETING MINUTES

Location: Zoom
Date: 4/03/2025
Time: 2:00 p.m.
Facilitator: Vy Le,
Monica Cappiello

Attendees:

Vy Le, Monica Cappiello, Raymond Gamba, Jesse MacEwan, Simeon Castro

Invited Guests: Chris Warden, Lori Silverman – Academic Deans

**Notes Taken by FathomAI*

Meeting Purpose

Discuss part-time faculty assignment preference forms and CEER committee processes.

Key Takeaways

- Current preference forms vary between departments but generally cover key contract requirements
- Committee agreed a uniform form isn't necessary if existing forms meet contract language
- Clarified CEER's role as a recommending body to negotiating teams, not a decision-making entity
- Discussed process for CEER recommendations to be shared with negotiating teams

Topics

Part-Time Faculty Assignment Preference Forms

- Reviewed forms from different departments (counseling, STEM, etc.)
- Forms collect info on course/schedule preferences, availability, qualifications
- Variation exists due to differing departmental needs
- General agreement that standardization isn't needed if forms meet contract requirements
- Suggestion to ensure all forms cover key elements: course preferences, schedule availability, load preferences

CEER Committee Role and Processes

- Clarified CEER is a recommending body, not decision-making
- Discussed potential conflicts with negotiators on committee
- Agreed to be mindful of negotiation-related topics, recuse if needed
- Process for recommendations:
 - CEER develops recommendation
 - Union rep shares with union negotiating team
 - District rep shares with district team
 - Teams discuss in negotiations
 - Can request CEER input/clarification if needed

Next Steps for Assignment Preference Form

- Jesse to discuss MOU option with union negotiating team
- Monica to present CEER work at upcoming union meeting (April 14)
- Add agenda item to define CEER recommendation process

Next Steps

- Jesse to speak with union negotiating team about MOU option for implementing form changes
- Monica to present at April 14 union meeting on CEER's work
- Add agenda item to formally define CEER's recommendation process
- Continue reviewing existing preference forms to ensure they meet contract requirements