



## Council of Representatives

### Adopted Meeting Minutes

November 20, 2025, 3-5 p.m.

<b>Child Development, Education &amp; Ethnic Studies (2)</b> Debi Ikenador-A Michele Gordon Johnson-P	<b>Movement &amp; Health Sciences (2)</b> Elisabeth DeSwart- P Greg Enloe- A	<b>Earth, Engineering, and Physical Sciences (2)</b> Jennifer Shellhorn-P
<b>Biological Sciences (2)</b> Laurie McConnico-P Lisa Schicker -P	<b>Languages &amp; Communications (2)</b> Anne Schreiber-P	<b>Social Sciences (3)</b> Fionnuala Butler-P Victor Krulikowski-P
<b>Business Education (2)</b> Neil Higgins-P Katharine Kinsman-P	<b>Library/Learning Resources (1)</b> Carina Love – A	<b>Student Development &amp; Success (2)</b> Amy Kayser-P Laura Harris-A
<b>Skilled Trades &amp; Technology (3)</b> David Fernandez-A	<b>Mathematics (2)</b> Shelby Burnett-P Robert Schwennicke-P	<b>Student Success and Support Programs (2)</b> Heidi Webber-A
<b>English (2)</b> Roland Finger-P Jude Rock- P	<b>Nursing/Allied Health (3)</b> Heather Tucker-P	<b>Workforce Development (1)</b> VACANT
<b>Fine Arts (2)</b> Leah Halliday-P Douglas Highland-A	<b>Performing Arts (2)</b> Idona Cabrinha-P	<b>Non-Voting Members</b> Greg Baxley, Galadriel

#### 1. Approval of agenda

**Motion** to approve agenda made by Jude, 2<sup>nd</sup> by Heather, no objections.

#### 2. Approval of [October 23<sup>rd</sup> minutes](#)

**Motion** to approve 10/23 minutes made by Jude, 2<sup>nd</sup> by Roland, no objections, 1 abstention.

#### 3. Treasurer Update (Higgins)

- Checking \$33,246.29, \$6,014 COPE account, \$2,202 BOT, Savings \$290,614
- Taxes have been completed and will be finalized by the beginning of December.
- EB approved transferring money over \$30,000 from checking into savings account. We can do that any day through online banking.

#### 4. CCFT Constitution Amendment (Baxley)

- EB has ability to approve bylaw changes and constitutional amendments (some items needed to be updated.)
- CoR was emailed the redline version of both documents. Council can approve all items at once or pull some items out for discussion or revision.

**Motion** to pull one item out (#5 EC members/CoR) and approve the rest of the amendments as a package made by Jude 2<sup>nd</sup> by Amy, no objections, one abstention.



- One division wanted rationale for including CoR members as possible Election Committee members.
  - There was inconsistency in document. In one section it stated that EC members could be member in good standing but not EB, and another section said they couldn't be in EB or CoR.
  - Allowing CoR members might give more flexibility, but last two semesters we were able to get three members who were not in either.

The following was proposed:

- Article 9 section 2B: "To be nominated to EC must not be a member of CoR or EB."
- Article 9, section 4A to return to original language.

**Motion** to approve the above changes made by Jude, 2<sup>nd</sup> by Roland, no objections, 1 abstention.

### 5. CCFT Website (Kayser)

- Amy reviewed what she updates on the website including EB members and terms, meeting minutes, Newsletters, CBA/salary schedules, TAs, voting information
- The web hosting site subscription is up for renewal.
- Website is static as is and used as an informational repository.
- When we get new members- point them to AFT website to learn more about what we get from national and CFT.
- Suggested changes:
  - There are two recent posts areas- delete one.
  - Add link to CFT.
  - Delete icon for youtube and old twitter links.
  - Highlight social and community events (recent communication)
  - Date recent posts (what we did and when we did it)
- CoR decided to keep current web host and renew it for three years.

### 6. Grievance Officer Update (Patchell) – no report

### 7. Negotiations Update (Baxley)

- CCFT has had two negotiations meetings with the district. Items up for consideration limited to 16-week semester. Limited # of items.
  - a. Flex –
    - Currently we have 10 flex days. Starting next year, we will have 8 flex days.
    - They can't be in the middle of the term.
    - Common practice 6 hours/day for flex days.
    - Obligation will go from 60 hours to 48 hours for FT faculty. The district has accepted this, no signed TA yet.
    - PT- 1.5 X weekly teaching hours will change to 1 X weekly teaching hours.
    - Faculty teaching only short-term classes won't have flex obligation.
    - State apportions us for the flex times. Assumes that we are doing PD in lieu of instruction. Short term course, PT faculty are not being compensated, nor are they missing those days. If you teach a late-start class, many flex activities have already been offered on campus.

**b. Compensation**

- We proposed compensating FT \$2,400 split into fall and spring for converting to 16-week semester. PT would get a prorated amount. District countered with an amount of \$250/prep only for fall.
- Cal Poly is changing from quarter to semester system, and only one primary faculty member will be compensated per course.
- There's a lot happening this semester to make changes for fall e.g., scheduling.
- We are moving to a new scheduling program Ad Astra for spring '27.

**c. PT faculty office hour pool**

- The district has not provided the amount allocated for this purpose.
- Todd Hampton is handling negotiations as lead. Current HR VP was removed from negotiations.
- We will need to come up with a distribution system and timeline on how to apply for the extra office hours.
- We want to see the size of the pool so we can have an idea of how to divide it.
- Should have an idea in next negotiations 12/4.

**d. Job descriptions (also going to Senate for feedback)**

- Still waiting for feedback.
- Jason said we would get ESL proposal from district this week, and we haven't received anything yet.

**8. Part-Time Faculty and COPE Updates (Highhouse)**

- Starting PT subcommittee.
- COPE- library tech programs for Cuesta graduates will not be offered after 2025-2026 school year. Write letter PG & E to support program. [www.slcpin.org](http://www.slcpin.org)
- SLO District Attorney- concerning actions, made disparaging statements about Muslim community. Hosted a Turning Point USA meeting.

**9. Division and Union Issues or Concerns?**

- Forms: IT pointed out if Google Forms that are sent default to personal gmail account, you can change it and use gmail account all Cuesta employees have. This will allow you to complete them.
- We have student emails- regular email except @my.cuesta.edu. We can use that for files/teaching materials.
- Adobe licenses are needed to fill out a form. PT faculty don't have the PRO license. So many of the forms that require to be filled in are difficult. New PT forms require Adobe Pro in onboarding. Faculty need to have the same access.
- Reps are requested to get feedback from division about what specific forms are problematic. Heather to collect this information. Tracking the issues so we can address them.
- <https://gemini.google.com/>- log in with Cuesta ID and password
- Should CCFT make a donation to CCCUE holiday drive?

**Motion** to donate \$500 to CCCUE holiday drive made by Galadriel, 2<sup>nd</sup> by Jude, no objections.

- Students send mail to gmail account sometime. All of this information could be communicated by admin on campus. VPI suggested Heather take to the Chairs so they can share with faculty.



- Maybe we could have tips and tools document and share with all faculty at beginning of year. Greg to start tips to send out to faculty.
- SSC Center- embedded tutors' timecards. Limited funds will run out in the spring semester. Faculty won't be paid or submitting timecards for planning meetings in the future. Faculty are opting for the benefit of the class (extra person in class to help facilitate activities).
- All member meeting in January and CoR in 2/26.

Next Council of Representatives Meeting: January or February 2026