



**Council of Representatives**  
**Adopted Meeting Minutes**  
**January 23, 2025, 3-5p.m.**

<b>Applied Behavioral Sciences (3)</b> Elisabeth Deswart-P Cherie Moore-P	<b>Movement &amp; Health Sciences (2)</b> Robert Neely -A Greg Enloe- P	<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-A Mark Weber-P
<b>Business Education (2)</b> Neil Higgins-P Katharine Kinsman-P	<b>Library/Learning Resources (1)</b> Carina Love – A Matthew Davis-A	<b>Student Development &amp; Success (2)</b> Amy Kayser-P Laura Harris-P
<b>Engineering &amp; Technology (4)</b> David Fernandez-P	<b>Mathematics (2)</b> Shelby Burnett-A Robert Schwennicke-A	<b>Student Success and Support Programs (2)</b> Kat Gritton- A
<b>English (2)</b> Roland Finger-P Jude Rock- P	<b>Nursing/Allied Health (3)</b> Heather Tucker-P Nicole Gualtieri-A	<b>Workforce Development (1)</b> VACANT
<b>Fine Arts (2)</b> Brittany Mojo-P Douglas Highland-A	<b>Performing Arts (2)</b> Idona Cabrinha-P John Knutson – A	<b>Non-Voting Members</b> Galadriel Bree Highhouse, Tom Patchell, Greg Baxley

1. Approval of agenda

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

2. Approval of minutes

**Motion** to approve 10-24-24 meeting minutes made by Jude, 2<sup>nd</sup> by Laura, no objections.

3. President’s Report (Baxley)

- CCFT needs people for recruitment committees: Director of Financial Aid and Support Programs and Director of Admissions, Student Records and Registration. CCFT also needs 5 members to serve on the Education Master Plan taskforce.
  - This is campus-wide service, so PT are eligible for stipend. \$599 stipend for recruitment, and we need to vote on amount for the taskforce.
  - Workload- director positions include screening applicants, planning meetings, 1-2 days of interviews (depends on # of applicants)
  - Ed Master Plan- 5 meetings
- CCFT invited to a listening session with Collective Brain Trust who are spending time with faculty leaders and manager groups. Monday 9-10 am in person, provide feedback or questions to Greg Baxley by Sunday.
  - Greg Enloe volunteered to go on Monday as CCFT rep with Heather Tucker; Greg Baxley can attend via Zoom if that’s an option. Jen Shellhorn can also attend the meeting.
- Greg Baxley is no longer representing Earth, Engineering, and Physical Sciences division as an official member of the CoR. He will now be a nonvoting member and can’t make motions.

4. Action Item: Constitutional amendment to permit electronic bill paying (see attachments) (Higgins)

Electronic payments will still require two approvals.

**Motion** to approve the amendment to permit electronic bill paying made by Heather, 2<sup>nd</sup> by Amy, no objections.

## 5. Negotiations Update (Baxley)

- Team: Jen, Mike Mogull (on sabbatical in spring), Heather is taking his place. Greg Baxley will be lead Negotiator this semester, Kate Porter, Heidi Weber, and Nancy Steinmaus.
- 18 Tentative Agreements (TAs) are posted on [Canvas](#) – also to be added to CCFT website soon
  - Most recent one changed how PT faculty are paid for ancillary duties (e.g. sub pay). It will match the faculty member's step and column instead of set rate.
  - CCFT and the district have reached an agreement on Counseling hours.
  - District agrees to pay \$5,000/year for PT activities on Academic Senate Council (senate leadership has the responsibility of assigning duties and amount for various activities such as task forces, subcommittees).
- Ongoing proposals: healthcare for retirees, compensation, evaluations, and cooperative work experience.
- Article 7 – rewrote to make it easier to read and suggested removing Dean involvement from triennial evaluations for tenured faculty. Many other districts do this, but some chairs were not in favor of that.
  - Discussed why VPI would bring up an open negotiation topic in a Chair's meeting without union rep present. Was not presented with context or rationale for proposal.
  - The original proposal included a rationale that many other colleges don't have deans as triennial reviewers, reduces workload for deans.
- Proposed adding money to fringe and extra stipends
- Survey for PT faculty about office hours has been sent out, still waiting on responses.
- 2/3 lab rate is common for all districts to compensate teachers for non-teaching /ancillary activities. Not prep and grading because that is factored into the salary schedule.
- CCFT stipends are capped under \$600 so faculty don't need to file taxes on this. Common practice among unions for stipends.

## 6. Upcoming CCFT officer elections for President and Secretary positions (Kayser)

- Elections committee approved at October meeting: Nichol Santisteven, Rachael Barnett, Kerry Bailey.
- President and Secretary positions are up for election, and we will also need to vote on contract ratification.
- CCFT Constitution Article 9 outlines the process for officer elections which includes:
  - EC notifies CCFT members of opportunity to nominate candidates 10 days before finalizing the ballot (email or mail). Nominees need to submit a petition with 5 signatures. If there's only one candidate, then there is no election.
  - In case of two or more candidates, EC notify members via US Postal Service 15 days before the election. Then, they can hold election electronically or via snail mail.
- Contract ratification notification and election can happen electronically and will be after negotiations have been completed.
- The Chair of the former EC Committee agreed to meet with the new committee, and Amy will contact them to get the process going and see if they have questions.
- Neil has the member contact information that he will share with them.

## 7. 16-week calendar survey and vote timeline: What should go into the survey and when should we vote? (Baxley)

- Asked by 16-week calendar taskforce to get information especially regarding November Break
  - Most other institutions don't have classes week of Thanksgiving.
  - We need at least 3 working days for it to count as a working week.
  - Add survey question about whether we might be interested in including a November week break.
  - [Draft calendars](#) with and without November break
- It would affect late start classes, maybe we wouldn't be able to have 9-week classes because they don't fit well into 16 weeks.
- Question about what students' day would look like in a 16-week calendar and whether they will have adequate breaks.
- Send feedback/questions to include on the survey to Greg Baxley by Feb 7<sup>th</sup>. Links to the [daily schedule and sample calendars](#).
- State has approved Cuesta's request for 16-week calendar.

## 8. Board of Trustees Climate Survey data and CCFT follow up (Tucker and Baxley)

- Reps should review the data and discuss it with their divisions.
- The presentation to the board put a positive spin on the data and did not represent the complete picture.
  - Classified staff and faculty seemed to provide similar responses.
  - Didn't give information about the open-ended comments people wrote in the "other ethnicity" box.
- Greg suggested hosting a forum in collaboration with Academic Senate for faculty to discuss the data and ideas about how to improve campus climate.
  - Be mindful of PT faculty and offer to be their voice, union will protect them and voice is important.

## 9. Clarification on Social Security Fairness Act and how it affects Cuesta faculty who have work credits with Social Security (see attachment) (Schicker, Higgins, and Baxley)

- Teachers with previous work experience where they paid into social security. Before- SS benefit would be lowered if you were going to get a government pension. This is no longer the case.
  - You can go to [website](#) to check your status.
  - The way they will implement it has not been worked out yet.

## 10. Embedded tutors and additional duties for Part Timers (Schicker)

- Lisa will be managing many embedded tutors in labs. The new guidelines take time for faculty. Gladis is managing both centers now because Wes has a different position.
- Lisa has 8 tutors with only 2 hours of compensation per month, which doesn't seem fair.
  - Work includes making a study plan, signing time sheets, etc. Can the union do anything?
- It's voluntary, so we can't bargain for it.

## 11. Division and Union Issues or Concerns?

- PT contracts start the Wednesday before the semester. How are PT faculty compensated for that?
  - Calendar includes flex days, faculty are officially on contract on the first day of flex.
  - Technically faculty are not employed until you get your contract.
- Question if teachers can be paid for prep before the semester starts in case their class gets cancelled.
  - AHC pays faculty if class is cancelled close to start of semester.
- Social Science building being refurbished in the summer will affect Lang Com and some English.
  - Work to start finals week. Faculty told to start moving things to storage unit then.
  - Facilities will only move Cuesta owned things.
  - Divisions would like more clarity and help regarding this.

## 12. COPE Update (Highhouse)

- It is important to follow the protocol for police or ICE entering your classroom (presented on Opening Day).
- President Trump issued an executive order stating the only terms of Male and Female will be recognized.
  - It is important to understand that we have a large LGBTQ+ community and we are a JEDI institution.
  - Galadriel has made it clear to students that she will recognize how students want to be identified. We need to create a safe space in our classrooms.

## 13. Part-Time Faculty Update (Highhouse)

- Please inform the part-timers in your division to fill out the office hours survey.

## 14. Treasurer Report (Higgins)

- We are in good financial standing. We had very limited legal costs in Fall 2024.
- Our current bank balances: Checking \$145,225, COPE \$4,513 of which \$1,612 is BOT, and Savings \$130,116.

## 15. Grievance Officer Update (Patchell) – No update

Next Council of Representatives Meeting: February 27, 2024