



Council of Representatives Meeting

April 23, 2026, 3-5 p.m.

Adopted Meeting Minutes

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

1. Approval of agenda

Motion to approve agenda made by Jude, 2nd by Roland, no objections.

2. Approval of [February 26th minutes](#)

Motion to approve 2-26 minutes made by Jude, 2nd by Shelby, no objections.

3. Guide for DE Class Review (Greg, Cynthia W, and Matthew Fleming)

- a. Cynthia, Matthew, and the Online Education Committee have created a guide for online/Canvas evaluators (faculty and management)

- Document to guide faculty in evaluating online faculty. It has been brought to the Online Education Committee, and is inviting feedback from other committees.
- Took each item from the evaluation process and included it in a checklist.
 - Columns indicate where to look for specific items, what to consider, and sample evidence.
 - Made recommendation that faculty and peer evaluator include a short course walkthrough or faculty could make a short video, pointing the evaluator to look at specific areas on Canvas.
- It's overwhelming looking at an entire online course, so this narrows the scope.

- Idea to pilot it- have some faculty use the document with the existing process and eventually embed it into the process.
 - Cynthia asks faculty to send her and Greg feedback, and she can compile it.
 - Document covers a lot of what CoR had asked for in recent meetings regarding narrowing scope of online evaluations.
4. Governance 2.0 Workgroup Progress Report (Kelli Gottlieb)
- a. A report on the progress of the Governance 2.0 Workgroup, including recent developments and future plans. See two related attachments: [Governance 2.0 Flowchart 4.5.26 v1](#) and [Governance 2.0 Flowchart Page 2 4.6.26 v1](#)
- Progress report for workgroup. Kelli is CCFT appointee on the workgroup along with Lise Misfud.
 - Milestone- framework for governance change was approved by Planning and Budget, College Council, and Academic Senate.
 - Switch from 2 central committees to 1 central committee that has 5 standing committees.
 - Planning and Budget will be reporting to College Council.
 - Online Ed will be under Academic Senate.
 - The four main groups: College Planning, Equity and Enrollment Management, College Community, and Budget have been approved, still need to work on the committees under each one.
 - Working on what committees will be reporting to the standing committees. Each standing committee will have permanent committees below them.
 - There may be taskforces included that are formed as needed as opposed to yearlong committees. It still would be a committee assignment, but there would be a certain period when it would be active. Intention to get feedback from committees to inform decision.
 - Intention is to find out how the committees operate – not eliminate committees. The description/title might change and who they report to, but the work of the committee won't be changing much.
 - CCFT and Academic Senate have not been included because they are not influenced by this restructure. The only change is that Online Education is under Academic Senate.
 - New committees: Facilities and Technology under Budget/Resources
 - 2027 is the current implementation date, but flexibility if work is not completed.
 - If anyone has feedback, please contact Kelli.
5. Negotiations update (Baxley)
- MOU just signed to offer compensation for working on governance and accreditation this summer.
 - a. MOU to allow (and compensate) PT faculty as evaluators extended for 2 more years.
 - Before PT faculty are assigned an evaluation committee, FT faculty must be participating in a certain number of evaluations or hiring committees. Helpful to divisions with few FT faculty.

- Other MOUs: compensation for summer faculty serving as Assistant Directors, evaluation deferrals, faculty working with legally blind student and creating tactile documents.
- b. Discussion about CBA Article 5.2.1. Currently, the grades due date of the W after finals week necessitates the fall semester finals ending on the 2nd Friday of December. Shortening the grades due date from Wednesday to Monday or Tuesday could allow the fall semester to start and end a week later than proposed.

"5.2.1 Regardless of the teaching modality, faculty will have no fewer than four (4) full working days after the specific faculty member's last day of final exams to submit final grades."

- Fall semester needs to end no later than 2nd Friday of December so grades are due the following Wednesday to give classified staff enough time to process them before break.
- Could we shorten the time that faculty has to input their grades?
 - Get feedback from divisions if Wednesday at noon is necessary for grade deadline, or could we make the date earlier so we can start later?
 - The earliest it would apply would be 2028-2029 calendar year. Next year is already set.
 - Amount of time to submit grades has been bargained and is local decision.
 - If we changed the due date to Tuesday, it seems like we could start the semester a week later.
 - Bring feedback to CoR in fall.

6. COR approve EB nomination for Lead Negotiator (Shellhorn, Rock, and Mogull)

- EB has nominated and voted for Greg Baxley for Lead Negotiator for next year. CoR needs also to approve this.

Motion to approve EB nomination for Greg Baxley as Lead Negotiation for next year made by Elisabeth, 2nd by Roland, no objections.

7. Academic Year 26-27 CCFT COR Meeting Days and Times (Shellhorn and Baxley)

- What would we like meeting days and times to be given new block schedule?
Recommendation from someone was to align with the new blocks. Lab block on Thursdays end at 4:30.
- The calendar that Erich Tucker sent out was incorrect/not discussed.
- Do we want the meet more than once/month? Should be voted on separately.
- Leah and Greg Enloe have trouble with Thursday 3pm start.
- Changing it seems to cause more problems with people. We can revisit it if it's a problem in the fall semester.
- We have meetings 4th Thursday of month. We could consider it weeks of the semester instead. This would affect EB meetings.
 - It's better if we are aligned with the other committees if we need to give feedback.
- Generally, we have all member meeting during flex week before the start of the semester.

- We could wait to see what other committees are going to do. We can stick with regular schedule until then.
- Jen, Greg, and Jude can send CoR a Doodle Poll regarding the schedule for fall.

8. Nominations for CCFT Co-Chair(s) (Shellhorn)

- a. The Council of Representatives will have two co-chair positions available at the end of this semester. One is the seat currently held by Jude Rock and the second seat has remained vacant. Both part-time and full-time faculty are eligible for CoR Co-chair positions with a semester stipend.

As of Monday, April 20th at 12 pm, no nominations were received. If you would like to nominate yourself or another individual, please let co-chair Jennifer Shellhorn know by Thursday, April 23rd at 2 pm.

- We can have total of 3 co-chairs. No one was nominated. Jude is finishing her term this semester, so there's a vacancy.
- Galadriel nominated Jude.
- Greg asks CoR to encourage faculty in divisions to nominate FT faculty to complement the two PT faculty Co-Chairs.
- There is wide support for Jude continuing in this role and gratitude for her work making meetings more efficient and streamlined, passion for topics, and sparking conversations.

Motion to approve Jude Rock as CoR co-chair by acclamation made by Roland, 2nd by Lisa, no objections.

9. Division and Union Issues or Concerns (All)

- Office hours for PT faculty with large loads will continue in the fall. It was for two semesters. A new survey will be sent out for future semesters.
- Greg might ask for feedback from PT faculty on how the extra office hours are working to present data to district.
- When faculty take leave, F2F faculty seem to have inequity compared to asynchronous DE instructors. Could we acknowledge this somehow?
- We can try to address this in negotiations.

Standing Reports

Please feel free to add text below your item if you have a report to give.

1. Treasurer Update (Higgins)

The CCFT treasury is in good standing. The accounts have a total of \$358,270.79. Savings has \$312,863.81, Checking has \$38,765.23, C.O.P.E. has \$6,641.75 of which \$2,450 is earmarked for Board of Trustees' elections. An audit of the CCFT accounting practices and books will take place next week. Susan Kline has once again agreed to conduct the audit.

2. Grievance Officer Update (Patchell)

- Interviews have continued in the Title IX case of faculty (four +) against a dean, and they will continue into summer. These include prepping faculty for interviews, coordinating interviews, joining the faculty for the interviews, and debriefing. Tom is currently negotiating the terms of an extension for the investigation with the investigator.

- The two Title IX cases of student complaints against faculty are ongoing, but it looks like Tom has negotiated a resolution (working with the faculty member) with the district for one of them—it will go before the Board at the next BoT meeting.
- We have had the initial interview in the other case and are waiting to hear from the investigator and district for the next step. Primary purpose is to uphold Weingarten Rights, but also CCFT providing crucial support (legal counsel, moral support) to our unit members in these challenging situations.
- Tom just received an inquiry concerning a tenure-track evaluation that he'll be addressing as well.
 - Process only student evaluations in spring semester, and in fall semester it's comprehensive evaluation.

3. Part-Time Faculty Committee Update (Highhouse)

Held two meetings, discussed things PT would like to prioritize. May 7th- hold a walk through about how to apply to unemployment for the breaks we have during semesters.

4. COPE Update (Highhouse)

May 1st labor demonstrations in and around our area

- **Oxnard:** Plaza Park, 5/1 at 2pm
- **Santa Barbara:** De La Guerra Plaza, 5/1 at 2pm
- **Santa Maria:** Corner of Stowell and Broadway (JCPenny Parking Lot), 5/1 at 2pm
- **Lompoc,** College Avenue Skate Park by the YMCA; 5/1 at 2pm
- **San Luis Obispo,** Los Osos Valley Rd at Froom Ranch; 5/1 at 2pm
- **Paso Robles,** MICOP Office, 1502 Spring St, Paso Robles, CA; 5/1 at 2pm
- Galadriel is working on candidates' forum possibly early fall. To have a fair forum, you need all candidates, but some don't want to participate.
- PT faculty concerned about having fall schedule finalized and their loads. It's more difficult in some disciplines because of some of the way the labs work.

Next Council of Representatives Meeting: To be determined given results of the 16-week calendar meeting/day discussion and any subsequent changes.