

**Mt. SAC Faculty Association
Executive Board Meeting
October 8, 2019**

Present: Chan, Esslinger, Greco, Heard, Horton, Kaljumagi, Lancaster, Ott, Sholars, Thomas, Uyeki, Ward, Woolery. **Absent:** Enke, Greenberg

I. Call to Order and Approval of Agenda

The meeting was called to order and a motion was made, seconded and carried to approve the agenda with amended New Business – G. CCA Fall Conference at 11:32 a.m.

II. Approval of Minutes

The minutes of September 24, 2019 were approved as written.

III. President's Report – Joan Sholars

A. PAC and Board of Trustees – Both PAC and the Board of Trustees meet on Wednesday, October 9.

B. Committee Vacancies – The following Committee have vacancies: 1) Campus Equity and Diversity – replace Joan Sholars; 2) Class Size – Replace Joan Sholars; 3) Flex Day Planning Committee – vacancy; 4) Insurance Committee – meets first Tuesday of each month from 1:30 – 3:00 - Need two (2) faculty members; 5) Lab Parity Committee – Discussion – all currently serving are from Natural Sciences; 6) Salary and Leaves -- replace Joan Sholars (Tamra Horton has volunteered); 7) Communication Committee; 8) Grievance Committee; 9) Hospitality Committee -- need 2 faculty members (chair must be on Executive Board); 10) Awards Committee – need 2 faculty; 11) Number of Flex Days Joint Task Force –

IV. Vice President's Report – Emily Woolery – No Report

V. Treasurer's Report – Steve Lancaster

Treasurer Lancaster reviewed the FA Treasurer's report for September 1, 2019 – October 8, 2019 and stated that we have not received the October bank statements as of yet so we have no verification of CTA deposit of Dues and Agency Fees or the interest numbers for our CDs. Of note is that one of our CDs in the amount of \$43,000 matures on October 16th and we may need some of that money as a reserve. It is recommended that we move this money to our general fund. This proposal appears later in the agenda.

VI. Director J Report – No Report

VII. SCOne/CTA State Council Report – Joan Sholars

SCOne held their dinner last week on October 2, 2019. There was a push for the Schools and Communities First initiative that qualified for the November 2020 ballot . This initiative would bring in \$11 billion of tax revenue from current tax breaks given to millionaires, billionaires and big corporations from commercial property loop holes. This money will go to fund schools, community colleges, health clinics, emergency response services, parks, libraries, health clinics, trauma centers, affordable housing, homeless services and roads. Joan stated that CTA State Council will be held at the end of October and the District Q, Higher Ed Director will be voted on at this meeting. Joan is running for this position.

VIII. Academic Senate Report – Chisa Uyeki – No Report

Senate has not met since Representative Council on October 1st. There was no written Senate report but Chisa shared a flyer promoting the Community College Faculty Job Summit to be held Saturday, December 7, 2019 from 8:00 – 2:00 p.m. at the Anaheim Majestic, 900 South Disneyland Dr., Anaheim, CA

(Parking is \$8.00). There will be engaging workshops, step-by-step application assistance, and resume reviews. Faculty Meet and Greet, access to community college hiring staff, mock interviews and complimentary photo sessions for professional head shots will also be available. There was a reminder that the Faculty Town Hall on the student centered funding formula will be held on Thursday, October 10th at 3:00 p.m. in Founders Hall.

IX. Adjunct Faculty Advisory Committee – Linda Chan

No Report. The AFAC will meet next week and the VP of Instruction, Richard Mahon, will be attending.

X. Insurance Task Force – Joan Sholars/Sandra Esslinger – No written report

The attorney is requesting specific documents that she will need. In particular are the 1988, 2003 and 2004 FA Faculty Contracts that are missing. Joan is trying to locate them and will get them to her as soon as possible.

XI. Professional Development Committee – Linda Chan

The PDC met on October 3, 2019 and discussed the new AirBnB policy. A new online system, Chrome River, will be implemented Spring 2020 for travel and conference accounting allowing the uploading and itemizing of receipts. A reminder was made to submit for conference funding early because once the funds are exhausted, there will be no further funding. There is a large demand for the Online Teaching Conference in Pasadena and a solution to maximize funding is being looked into with the DL Committee. POD will have a new system called Cornerstone accessed through the Portal projected to start November 11, 2019. Old POD will be archived on the PGI/PGB for those who need their history on POD for PGI. Mt. SAC won a Title V grant for professional development and an instructional designer and faculty coordinators will be needed. POD goals were discussed and identified with a focus on college initiatives including guided pathways, equity and diversity.

XII. Closed Session – Grievance and Negotiations Report

The Executive Board reviewed and discussed the Grievance and Negotiations reports.

XIII. Old Business – Action Item

A. 2020 Negotiation Team – A motion was made, seconded and carried to approve the appointment of Emily Woolery, Sandra Esslinger and Joan Sholars (Lead) to the 2020 Negotiation Team with Linda Chan as the resource for Adjunct Faculty.

B. Adjunct Faculty Advisory Committee Mid-Year Elections – No motion is necessary. Several departments do not have representation due to Adjunct Faculty Representative either getting hired full time or moving to a different college. We would like to conduct mid-year election to fill these vacancies.

C. Number of Flex Day Task Force Appointments – A motion was made, seconded and carried to approve the appointment of Herschel Greenberg to the Number of Flex Day Task Force.

D. National Center's Higher Education Labor-Management Conference Appointments (December 6-7, 2019) – A motion was made, seconded and carried to appoint Sandra Esslinger, Joan Sholars, Tamra Horton and Linda Chan to the National Center's Higher Education Labor-Management Conference held December 6-7, 2019.

E. STRS Workshop – A motion was made, seconded and carried to postpone this item until the next Executive Board meeting on October 8th.

F. Bylaws/Standing Rules – A motion was made, seconded and carried to postpone this item until the next Executive Board meeting on October 8th.

G. CCA Fall Conference – Miriam Boada – A motion was made, seconded and carried to approve the appointment of Miriam Boada to the CCA Fall Conference.

XIV. New Business – Discussion

A. Certificate Transfer – Steven Lancaster – A motion was made, seconded and carried to suspend the rules and approve the transfer of one of our CDs that will mature October 16th to our general fund to provide a reserve.

B. Web Page Direction – Liz Ward and Emily Woolery met with Web designers Kenny Walter and Brian Yokoyama regarding the updating of our FA website. It has been proposed that we allot \$650 for the acquisition and designing of our new website. This will be an action item at the next Executive Board meeting on October 29th.

C. PGI Project – Tamra Horton – A PGI promotional project has been proposed to educate faculty of the PGI process. This will be an action item at the next Executive Board meeting on October 29th.

D. Resolution in Support of Schools and Communities First – It has been proposed that the FA draft a resolution in support of the Schools and Communities First initiative. This will be an action item at the next Executive Board meeting on October 29th.

E. FA Issues Blog – It has been proposed to create a blog for faculty to voice their concerns. This will be an action item at the next Executive Board meeting on October 29th.

XV. Open Discussion – Faculty Open Forum

The Executive Board discussed the Faculty Open Forum held at the FA Representative Council on October 1, 2019. It was agreed that the Open Forum was informational and also gave faculty the opportunity to address issues of concern with the President.

XVI. Announcements

A. Next Board of Trustees Meeting – Wednesday, October 9, 6:00 p.m. in Founders Hall.

B. Next Adjunct Faculty Advisory Committee Meeting – October 15, 11:30 – 1:00 in the FA Office.

C. Next Executive Board Meeting – Tuesday, October 29, 11:30 – 1:00 in the FA Office.

D. Next Representative Council Meeting – Tuesday, November 5, 11:30 – 1:00 in Founders Hall.

E. Next SCOne Council Meeting – January 21st, 4:30-9:00 p.m. at the San Dimas Country Club.

F. Next CCA Conference – October 11th – 13th at the Hilton in San Jose.

G. 5th Annual Celebration of our Adjunct Faculty – Tuesday, October 22, 11:30 – 1:00 in Founders Hall.

H. CTA Membership Benefits Workshop – Tuesday, November 5 from 1:15 – 3:00 in Founders Hall.

XVII. Adjournment

The meeting was adjourned at 1:24 p.m.

The minutes were respectfully submitted by Liz Ward, Faculty Association Secretary