

**Mt. SAC Faculty Association
Executive Board Meeting
December 10, 2019**

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

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 at 11:35 a.m.

II. Approval of Minutes

The minutes of November 26, 2019 were approved as written.

III. President's Report – Joan Sholars

A. CCSF 311 Annual Report – The CCSF 311 annual report never went to the Budget Committee and is being presented at the BoT meeting tomorrow, December 11th. They are projecting a 9M reduction in budget due to the new funding formula.

B. City College of San Francisco – CCSF is closing their Older Adult Program due to budget cuts.

C. NEA Adult Theory Training Grant – A grant from NEA has been awarded to Robin Devitt to develop adult theory training classes.

D. Smoke Free Campus – Joan Sholars received an email from Jill Dolan (CSEA) regarding the feasibility of a "Smoke Free Campus." This will be brought up at the Representative Council to see if we are interested.

E. Happy Holidays – Joan wished the Executive Board a Happy Holidays and presented them with hot chocolate and a gift from both Joan and Emily.

IV. Vice President's Report – Emily Woolery

A. National Center's Higher Education Labor-Management Conference – Emily stated that she, Eric Kaljumagi, Sandra Esslinger and Vicki Greco attended the National Center's Higher Education Labor-Management Conference held December 6-7, 2019 at CSULB. Great sessions were held with faculty leaders, attorneys and management on negotiations for common good, academic freedom, what is permissible and not permissible to negotiate and more. All factions agreed that the new student success funding formula is not working.

V. Treasurer's Report – Steve Lancaster

Treasurer Lancaster reviewed the September 1, 2019 – December 10, 2019 Treasurer's Report and stated that we just received the bank statement indicating we have received a CTA Dues and Agency Fees installment but it has not yet been recorded on his report. Treasurer Lancaster will be cutting checks for adjunct faculty stipends today after receiving documentation of their FA meeting attendance.

VI. Director J Report – Linda Chan – No Report

VII. SOne/CTA State Council Report – Joan Sholars – No Report

VIII. Academic Senate Report – Chisa Uyeki

A. Appointments – The following appointments have been made: 1) Sara Mestas – Senator-at-Large term through June 2021; 2) Kristina Allende appointed to Equivalency Committee; 3) Dana Miho appointed to Academic Senate or CA Community Colleges Guided Pathways Task Force; 4) Senate approved EDC P&F (adds second appointment for SCE); 5) Beta Meyer (Biology) and Mica Stewart-Thomas (Sociology), Interim Custodial Supervisor Search & Selection Committee. If interested in Co-Chairing or serving on the recently formed Textbook and Instructional Materials Committee or newly formed committees, please contact Chisa.

B. Full Senate Approval – The full Senate approved the following: 1) Student Equity Purpose and Function Document; 2) Strong Workforce Programs RFA and related documents; 3) report on '18-'19 Senate Goals and Activities; 4) recommendations from Executive Board Task Force on Structure;

C. Summary of recommendations passed at Senate – The following recommendations were passed at Senate: 1) Discontinue the Basic Skills Coordinating Committee; 2) Add an Early Intervention Committee, Mapping & Catalog Committee, Guided Pathways Cross-Counsel committee; 3) Add appointment of a Research Liaison to Senate; 4) Put together Task Force of EDC to make a recommendations on program initiation process.

D. Discussion Items to be action in Spring 2020 – The following discussion items will be Action in Spring: 1) Regular and Effective Contact Recommendations and Rubric; 2) AP 4105 Revision – generated by the Regular and Effective Contact Task Force; 3) Resolution in Support of the CA Virtual Campus – OEI Course Design Rubric; 4) Review AP & BP 7160 Professional Development as sent forward from FPDC.

IX. Adjunct Faculty Advisory Committee – Herschel Greenberg/Linda Chan

Our next scheduled meeting is Tuesday, December 17th at 11:30 a.m. on ZOOM.

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

XI. Professional Development Committee – Linda Chan

A question arose as to where the \$200 faculty conference allotment went at the end of the year. It turns out that it goes to the college general fund. It was recommended to negotiate the money not used by faculty be placed in a pool for faculty to use. Sabbatical conference attendance language needs to be cleared up. It was advised that faculty put in early for conferences to ensure funding. POD Connect is new and now live. It is available through your portal and has new features.

XII. Closed Session – Grievance and Negotiations Report

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

XIII. Old Business – Action Item

A. Standing Rules – A motion to postpone failed. A motion to recommend to the Representative Council with the amendment of **III. Policy** adding **b.) members of AFAC and Members of the Exec Board** was made, seconded and carried.

B. CCA Winter Conference Appointments – Al Kirchgraber, Luisa Howell, Tim Revell and Kristen DeWilde – A motion was made, seconded and carried to approve the appointment of Al Kirchgraber, Luisa Howell, Tim Revell and Kristen DeWilde to the CCA Winter Conference.

C. Shadows – A motion was made, seconded and carried to postpone until the next Executive Board meeting.

D. Grievance Committee Appointment – Donna Necke – A motion was made, seconded and carried to approve the appointment of Donna Necke to the Grievance Committee.

E. Negotiation Survey Results – A motion was made, seconded and carried to postpone until the next Executive Board meeting.

F. Grievance Committee Training – A motion was made, seconded and carried to approve the Grievance Committee Training with the proposed date of Friday, January 10 from 11 am – 2 pm in the FA Office with a food budget of \$500.

G. Spring Adjunct Orientation Budget– A motion was made, seconded and carried to approve the budget of \$1250 for the Spring 2020 Adjunct Orientation.

H. Flex Day Budget – A motion was made, seconded and carried to approve the budget of \$2000 be for Spring Flex Day.

I. Academic Awards Packet – A motion was made, seconded and carried to postpone until the next Executive Board meeting.

J. CTE Awards Packet – A motion was made, seconded and carried to postpone until the next Executive Board meeting.

K. Extra Curricular Awards Packet – A motion was made, seconded and carried to postpone until the next Executive Board meeting.

XIV. New Business – Discussion

A. Executive Board Meeting – Winter Intersession – A motion to suspend the rules and approve that a FA Executive Board meeting be held on January 21 from 11:30 – 1:00 in the FA Office was made, second and carried.

B. Awards Committee Appointment – Kristen DeWilde, Lani Ruh – It has been proposed that Kristen DeWilde and Lani Ruh be added to the Awards Committee. This will be an action item at the next Executive Board meeting.

C. Labor Law and Labor Arbitration Conference in LA January 20, 2020 – Joan Sholars – A motion was made, seconded and carried to appoint Joan Sholars, Sandy Esslinger, Vicki Greco, and Emily Woolery to the Labor Law and Labor Arbitration Conference in LA on January 22, 2020. This will be an action item at the next Executive Board meeting.

XV. Announcements

A. Next Representative Council Meeting – Tuesday, March 3, 11:30 – 1:00 in Founders Hall.

B. Next Board of Trustees Meeting – Wednesday, December 11, 6:00 p.m. in Founders Hall.

C. Next Executive Board Meeting – Tuesday, February 25, 11:30 – 1:00 in the FA Office.

D. Next Adjunct Faculty Advisory Committee Meeting – Tuesday, December 17, 11:30 – 1:00 by ZOOM

E. CCA Winter Conference – February 7 – 9 at the DoubleTree San Diego Mission Valley.

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

XVI. Adjournment

The meeting was adjourned at 1:30 p.m.

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