

**MSAC Faculty Association
Representative Council Meeting
October 1, 2019**

Present: Aguilar, Alvarez-Galvan Anders, Birca, Bowers, Burnett, Caldwell, Chan, Chen, Condra, Crichlow, Cummings, Daland, Engisch, Esslinger, Ezzell, Greco, Greenberg, Heard, E. Hernandez, Holbert, Horton, Howell, Hughey, Impara, James-Perez, Johnson, Jones, Kaljumagi, Kirchgraber, Knapp, Komrosky, Kung, Kunkler, Lancaster, Laverty, Lawlor, Lopez, McIntosh, McLaughlin, Meyer, Miho, Ngo, Nixon, Ott, Page, Piluso, Quinn, Richardson, Rivers, Scott, Shiff, Sholars, Simon, Straw, Summers, Thomas, Uyeki, Velasquez, Ward, Wasson, Webb, Wood, Wolf, Woolery, Zine.

Absent: Adamiak, Barrios, Blyzka, Boyer, Brentingham, Burman, Calzada, Coreas, Cridland, , Enke, Flisik, Foisia, Frickert Garcia, Hamby, Hernandez-Magallon, Jollivet, Lackey, Luther, McLeod, Nakamura, Necke, Nejad, Norvell, Olds, Pham, Romero, Stringfellow, Toloui, Uranga, Vo, Willis.

I. Call to Order and Approval of the Agenda

President Joan Sholars called the meeting to order and the Agenda was approved at 11:35 a.m.

II. Approval of Minutes

The minutes of September 3, 2019 were approved as written.

III. President's Report – Joan Sholars

A. President's Advisory Council (PAC) – President's Advisory Council (PAC) met on Wednesday, September 11. AP 7250: Educational Administrators was approved. The FA and the Academic Senate pulled AP/BP 3900: Freedom of Expression. PAC met on Wednesday, September 25 but Joan arrived late from another meeting so Emily Woolery will report. PAC will again meet on Wednesday, October 9.

B. Board of Trustees Meeting – The Board of Trustees met on Wednesday, September 11. At this meeting, the FA asked the BoT to pull an item from the agenda concerning a probationary faculty member. According to the agenda, the faculty would be required to redo Year 1 of their probationary period. The Board did pull the item and asked Abe Ali, Vice President of HR, a few questions and then voted to approve the agenda item. Joan filed a grievance the next day because our contract states that the probationary period is a 4 year process not 5 years. Ed Code states that during the probationary period a faculty member needs to work 75% of the academic year (fall and spring semesters). Dr. Scroggins, Emily Woolery and Joan met on Monday, September 16 to discuss the matter. We signed a Side Letter stating that the District will offer tenure to the faculty member after three years if the remaining evaluations are okay. We have another faculty member in the same boat and Abe Ali and Joan signed a Side Letter on Tuesday, September 24 for this 2nd faculty member with the same stipulations. There are a few other faculty who are in year 3 or year 4 of the process that HR and Joan are still working on finding a solution that satisfies the District and the faculty.

C. Meeting with CSEA 262 President – Emily Woolery, Robert Stubbe (President of CSEA 262) and Joan met on Thursday, September 19 to work on some coordinated bargaining. We are scheduling monthly meetings and are inviting CSEA 651 to attend also. Our next meeting is scheduled for Thursday, October 10.

D. Region 2 Leadership Conference - Reno – Linda Chan and Joan attended the Region 2 Leadership Conference in Reno September 20 – 22. Joan attended a 7 hour workshop on membership engagement and development on Friday, September 20. On Saturday we attended sessions on Leadership Styles and Engaging in Effective Conversations (Linda); Adult Bullying and Harassment: What Can We Do (Joan); Legal Strategies to Improve Your Bargaining Leverage (Joan); Equity in the Classroom and Above (Linda); Advancing the Art of Negotiation (Joan and Linda); Advocacy During Investigatory Interviews (Joan). George Sheridan, NEA Executive Board member, was the keynote speaker on Sunday.

E. Region 3 Leadership Conference - LA – Emily Woolery, Masoud Roueitan, Liz Ward and Joan attended the Region 3 Leadership Conference in Los Angeles September 27 – 29. The sessions we attended include: Social Justice Unionism; Bargaining Campaigns 101 and 102; Schools and Communities First; Interest Based Problem Solving; When Bargaining Goes Kerplunk!; A Dialogue on Race Part 1 and Part 2; and Effective Membership Engagement and Recruitment for a Strong Local Part 1 and Part 2. Toby Boyd, President of CTA, gave the keynote speech on Saturday and David Goldberg, Vice President of CTA, spoke about the need for the Schools and Communities First Initiative. At Sunday lunch, there was a panel discussion led by UTLA bargaining team members about how they organized their members and the community to support their successful strike.

F. AirBNB Notification – Faculty received an email last week from Mike Gregoryk, Vice President of Administrative Services, stating that employees can no longer use AirBNB or similar businesses for their travel due to liability issues. Joan has talked to Abe Ali, Vice President of HR. The District feels strongly that it is in the best interests of faculty and students to not use AirBNB or similar businesses due to liability and insurance issues. Joan mentioned that some faculty have issues with staying at a hotel due to their dietary restrictions. She was told that on a case by case basis, the District will look at exceptions to the rule. The FA is asking CTA if there is anything else we can do here.

G. CTA Membership Benefits Workshop – The FA is hosting a workshop on CTA Member Benefits on Tuesday, November 5 after Rep Council at Founders Hall. Please invite your colleagues to attend. Food, Swag, and Gift Cards will be available.

H. Outstanding Adjunct Faculty Celebration – The 5th Annual Celebration of Our Adjunct Faculty is scheduled for Tuesday, October 22 from 11:30 – 1:00 in Founders Hall. Please come by and honor some of our hard working adjunct faculty. All faculty are invited to attend. Food will be served.

I. Executive Board Action – Since the last Faculty Association Representative Council meeting, the Board has: 1) Approved the continued use of the legal counsel (Messing, Adam, and Jasmine) previously used. Asked Sandra Esslinger to contact the lawyer to see what is needed to get an estimate of the cost; 2) Approved Elizabeth Gudiel, Brisedia Ramirez Catalan, Joan Sholars, Linda Chan, Luisa Howell, Antoine Thomas, Ellen Straw, Emily Woolery; 3) Approved \$2000 for the 5th Annual Celebration of our Adjunct Faculty; 4) Approved Gary Enke's appointment to the FA Governance Committee; 5) Approved Stephen Lancaster's appointment to the Insurance Committee; 6) Recommended approval of the Negotiation Survey to the Rep Council; 7) Approved Emily Woolery's appointment to PAC; 8) Approved Joan Sholars' appointment to Class Size Committee; 9) Approved Joan Sholars' appointment to Salary and Leaves.

IV. Vice President's Report – Emily Woolery

A. Student California Teachers Association – Student California Teachers Association (SCTA) was successfully reactivated with thirteen charter members. We will meet on Thursdays from 1:30 – 2:30 PM in the Teacher Preparation Institute (26A-1610). You can follow SCTA-Mt. San Antonio College on Facebook, Instagram, and Twitter. Look for @scta.mtsac or @scta_mtsac.

B. Outstanding Adjunct Faculty Celebration – We will celebrate our adjunct faculty colleagues on Tuesday, October 22, from 11:30 AM – 1:00 PM. To honor one of your colleagues, please contact Emily Woolery at ewoolery@mtsac.edu by Friday, October 4. So far, Emily had heard from these departments: Adult Basic Education; Consumer Science and Design Technologies; Computer Information Systems; English, Literature, and Journalism; Learning Assistance; and Public Safety Programs.

C. Grievances – The FA and District resolved a grievance regarding the probationary period. See the President's Report for details. There are no other grievances, but I have heard questions about: 1) appropriate evaluators for classroom visitation of adjunct faculty; 2) department chairs reassigned time (insufficient reassigned time; use of reassigned time in semesters and intersessions); 3) faculty attendance; 4) expectations and evaluation of faculty roles that receive stipends.

D. President's Advisory Council (PAC) – PAC met on September 11 and 25. On September 11, we heard a Budget Committee Update. Academic Senate and Faculty Association pulled BP/AP 3900 – Freedom of

Expression for further review and discussion. On September 25, we discussed the College Mission and Vision Statement and Core Values. We formed a small workgroup to review and propose revisions. PAC will meet again on October 9.

E. Board of Trustees – The BoT met on September 11. Our new full-time probationary faculty were introduced. We heard information reports on Distance Learning and the 2019-20 Adopted Budget. Student success in distance learning courses is increasing, with a 2.4% gap in success rates between face-to-face and online courses. With the budget report, the impact of the Student Centered Funding Formula (SCFF) on the community college system and on Mt. SAC is still to be determined. The BoT will meet again on October 9.

F. Attended Events – On behalf of the FA, I attended: 1) CTA's 2019 Region III Leadership Conference; 2) New Faculty Seminar; 3) Sabbatical Leave Orientation; 4) Informal meeting on regular and effective contact in distance learning courses.

V. Treasurer's Report – Steve Lancaster

Treasurer Lancaster reviewed the FA Treasurer's report for September 1, 2019 – October 1, 2019 and stated that this was our first official report of the year. All of last year's approved 2019-2020 budgets are reflected in the report. Dividends and interest will be reported after receiving the bank statement in October.

VI Director J Report – No Report

VII. SOne/CTA State Council

A list of CCA bills with CTA's position was provided. Faculty are encouraged to attend the Fall CCA Conference held October 11- 13, 2019 at the San Jose Hilton. 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 Sholars is running for this position. The Schools and Communities First initiative that qualified for the November 2020 ballot was reviewed. 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. The next SOne meeting is October 2, 2019 from 4:30 – 9:00 pm at the San Dimas Country Club.

VIII. Adjunct Faculty Advisory Committee – Linda Chan

A. Adjunct Faculty Advisory Committee – The first meeting was held Tuesday, September 17th in the FA Office from 11:30 – 1:00. The topics discussed were membership engagement, updating the brochure, increased communication and pro-adjunct faculty engagement. Adjunct Faculty involvement in department meetings and elections was discussed as well as bumping rights, leaves of absence, sabbaticals for adjuncts and adjuncts rights for available workspace. The next Adjunct Advisory Committee meeting is scheduled for Tuesday, October 15, 2019.

IX. Academic Senate Report – Chisa Uyeki

A. Appointments – Lance Heard was elected on September 12, 2019, to serve a two-year term (19-21) as Co-VP of the Academic Senate.

B. Committee and Council Appointments – The following Committee and Council appointments have been made: 1) Student Prep & Success: Matt Munroe, (Math) 19-20 and Sara Mestas, (Counseling) 19-21; 2) SSSPAC: Jesse Lopez (Counseling) and Elizabeth Casian (AMLA) 19-20 term; 3) EDC: Donna Necke (ABE) and L.E Foisia to share Noncredit appointment; 4) Associate Dean, Arts hiring committee: Emily Woolery (Library), Tiffany Kuo (Music), and Steve Burgoon (Commercial & Entertainment Arts); 5) Improving Online CTE Pathways (IOCTEP) Grants Advisory Board: Kelly Coreas (Respiratory Therapy and Medical Terminology), Susan Chavez (CSDT/HRM), Catherine McKee (DL Asst. Coordinator & Paralegal), Carol Impara (DL Coordinator & Nutrition), &

Hong Guo (Library); 6) Senate Events Committee, Ali Carey-Oliver (Kinesiology); 7) Open Educational Resources (OER) Liaison: Esteban Aguilar (Library) 19-20

C. Faculty Needed – Temple Green Corridor working group needs a faculty member to serve on it. This group met once this summer for a presentation by landscape architects about plans to redesign the south side of Temple Avenue as it passes through campus. They looked at bike lanes, sidewalk widths, plantings, fence designs, and lane restriping to address turn lanes for parking structures. Chisa is interested in appointing a sustainability-minded and student-centered faculty who can provide thoughtful input from a faculty perspective.

D. Actions of Senate – Richard Mahon, VPI, was welcomed at the September 12th Senate meeting. He expressed interest in identifying ways that he can connect with faculty to support our work.

E. Faculty Town Hall – Faculty Town Hall on Student Centered Funding Formula is scheduled for Thursday Oct 10, 2019, from 3:00-4:30 in Founder's Hall to discuss academic and professional considerations. An online input form is also available (see email from me today) if you are unable to attend or would like to provide topics for discussion before the town hall.

F. Letter in Support of AB 48 – Senate approved the submission of a letter to Assembly Member Chen and Senator Chang in support of AB 48: Education finance: school facilities: Public Preschool, K-12, and College Health and Safety Bond Act of 2020. This bill passed the Senate 9/11/19. Our letter is here: <https://tinyurl.com/MtSACAB48>

G. Multiple Measures Task Force – Multiple Measures Task Force Recommendations were accepted by the Senate. Workgroup on Electronic Media AP was formed and a call for faculty participation went out.

H. Textbook and Instructional Materials Committee – Textbook and Instructional Materials Committee purpose & function was approved, creating a committee that was initially recommended by the Senate Textbook Task Force, but with an expanded purpose to include affordability, OER, copyright, and accessibility.

I. AP 5035 – An edited AP 5035 Withholding of Student Records and Registration Privileges which was forwarded through Senate from SP&S was approved 9/26/19 by full Senate.

J. Meeting with the President 9-4-19 – A workgroup of managers are meeting to work on Student Equity and Achievement Programs budget under Audrey Yamagata-Nogi's leadership. The goal of this group is to look at the various accounts that have been created for the programs and services that are now funded through the block grant to ensure that all ongoing expenses are being covered by ongoing funds. It was stated this is local implementation of the plan through identified priorities, not expressing new priorities, and not making new allocations. This group will report on the findings and in spring will have an understanding of what if any unspent one-time rollover funds have been identified. Chisa has been assured that if there are funds available in spring, a thoughtful process for prioritization which includes the Senate will be utilized.

K. Research 9-9-19 – An ongoing issue that Chisa has been working on is identifying ways for Senate to increase our familiarity with the work of RIE and better utilize data to inform our recommendations and decisions. Toward that goal Chisa, Lance, Serena, met with Daniel from RIE to plan for data snapshots to be shared as information with full Senate at each meeting. RIE will also have links to more information that will be accessible for faculty who want to learn more about the data.

L. Equivalency Committee Summer and 9-23-19 – Last spring ASCCC published a new CTE Equivalency kit, which included recommendations to consider competency-based equivalencies for equivalencies for CTE. This will need to be given further discussion at the Equivalency committee and Senate. Last Summer Lance Heard and Chisa met with Abe Ali, VP HR to discuss our procedures for reviewing equivalencies. He brought some concerns up regarding our current practice and the Equivalency Committee is looking into it per the direction of Senate Exec.

M. Temporary Hire – Access - Math Focus – A one-year temp faculty hire for Access, Math Focus was approved by the president.

X. Negotiations Report – Joan Sholars

A. Adjunct Faculty Evaluations – The FA and the District have worked on language for evaluations of our adjunct faculty with rehire rights. Our goal was to decrease the amount of work that the department chairs have to do each year for all of their adjunct faculty while maintaining the integrity of our evaluations. The language that we worked on would change the evaluation schedule for our adjunct faculty with rehire rights back to a 3 year evaluation cycle instead of a 4 year process. The new language will also have less evaluations for our adjunct faculty with rehire rights. We are still looking at the evaluations for those adjunct faculty without rehire rights.

B. Distance Learning – The FA and the District are working on the Distance Learning article. We are working on language changing the maximum number of units that a faculty member can teach online to a minimum number of units that a faculty member can teach face-to-face. We are working on eliminating the ban that full-time faculty cannot teach online classes as overload. There are still other issues and concerns with distance learning.

C. Appendix E – The FA and the District are still working on Appendix E. One of the things that we are discussing with Appendix E is how to make this process easier for faculty. If someone is not asking for a change in their reassigned time LHE, do we need to have the entire form filled out every other year? Is there a way to make the form easier to complete? How do we get faculty and the district to follow the deadline to get the material to the teams? How do we determine the amount of LHE that is reasonable for the coordinator positions? Should the coordinator be paid to do work that is typical work for the department chair? Both teams are debating whether to have a workgroup work on some of these hard questions.

D. Department Chairs Reassigned Time LHE – The FA just received the spreadsheet concerning department chair data. We are looking at how the reassigned time LHE might change if we use the number of probationary faculty for this year versus using the number of probationary faculty from last year. The FA was thinking that the numbers might be significantly different since we hired 47 new full-time faculty this year but we did not see any dramatic shifts.

E. Salary – The FA and the District have started talking about salary. Dr. Scroggins is coming to the Rep Council today to talk about how the new Student Centered Funding Formula (SCFF) affects the budget for Mt. SAC. The FA is looking at our salaries in comparison with other community colleges across the state.

F. Additional Issues – Issues still on the table include health benefits, class cancellation policy, adjunct faculty attendance at department meetings, rehire rights, reassigned time for faculty leadership in both the FA and the Academic Senate, health and safety, etc. We have plenty to cover. Both teams meet again on October 11. Since we do not believe we will finish at that time, we have also set up another meeting for the first Friday in November.

G. IBB Training – The District and the FA have scheduled Interest Based Bargaining (IBB) Training for Friday October 18 and Saturday October 19. If any of you are interested in learning more about IBB and be trained the IBB way, please contact Joan. Joan told the District that she believes she can get about 15 faculty to attend these trainings. Members of the Executive Board and the Board of Trustees will attend this training.

XI. Discussion Item – Dr. Scroggins

Dr. Scroggins addressed the FA Representative Council and explained the new Student Centered Funding Formula: 70% Student Enrollment; 20% Financial Aid Recipients; 10% Student Success (Completion). He also painted a grim picture as to the impact of this funding as it relates to salary increase. The discussion took a 180° turn when the memo regarding the President/CEO salary and benefits increases from 2012 to 2019 was discussed. Perhaps this will give the FA more bargaining power as it enters the final stages of negotiations.

XII. Old Business – Action Items

A. 2019 Negotiations Survey – A motion was made, seconded and carried to accept the amended 2019 Negotiations Survey that included 1) Administrative Privileges on office computers; 2) New FT Faculty able to use previously attended PGI approved hours as adjunct faculty for PGI.

XIII. New Business – Discussion Items – None

XIV. Announcements

- A. Next Executive Board Meeting – October 8, 11:30–1:00 in the FA Office.
- B. Next Adjunct Advisory Committee Meeting – October 15, 11:30–1:00 in the FA Office.
- C. Next Representative Council Meeting – November 5, 11:30–1:00 in Founders Hall.
- D. Next Governance Committee Meeting – November 5, 1:15 – 2:15 pm in Founders Hall.
- E. Next Board of Trustees Meeting – October 9th 6:30 in Founders Hall.
- F. Next CCA Conference – October 11th – 13th at the Hilton San Jose.
- G. Next SCOne Council Meeting – October 2, 4:30-9:00 p.m. at the San Dimas Country Club.
- H. 5th Annual Adjunct Faculty Celebration – October 22, 11:30–1:00 in Founders Hall.
- I. Membership Benefits Workshop – November 5, 1:15 –3:00 in Founders Hall.

XV. Adjournment

The meeting was adjourned at 12:55 p.m.

The minutes were respectfully submitted by Liz Ward, Faculty Association