

**Mt. SAC Faculty Association
Executive Board Meeting
November 27, 2018**

Present: Chan, Horton, Kaljumagi, Lancaster, Quinn, Ramey, Rubenstein, Sanetrick, Sholars, Thomas, Uyeki, Ward, Woolery. **Absent:** Alvarez-Galván, Heard.

I. Call to Order and Approval of Agenda

The meeting was called to order and the Agenda was approved with the addition of the Adjunct Faculty Advisory Report at 11:35 a.m.

II. Approval of Minutes

The minutes of November 13, 2018 were approved as written with a minor edit.

III. President's Report – Eric Kaljumagi

A. President's Advisory Council (PAC) – PAC met on November 14 and heard reports from three committees. The Accreditation Steering Committee noted that our "Quality Focus" essay will be on the integration of external standards with the PIE Process. They will also look at the integration of Student Success and Support, Student Equity, and Basic Skills into a large Guided Pathways framework. The Budget Committee reported that they now have liaisons with the Institutional Effectiveness Committee. They are also working on the Budget Guidebook, and the committee's goals, purpose, and function. The Professional Development Council reported that they are planning spring flex day and the management retreat. A comprehensive professional development revision is underway, including a new administrative procedure and board policy on professional development. The remainder of the meeting was spent discussing BP/AP 3050 (Institutional Code of Ethics). The BP has had significant input from the Faculty Association and received its first reading with little comment. The AP has some revisions needed before it can move forward. PAC will next meet in its expanded form on November 28. The agenda will include an overview of the comprehensive plan required by AB 1809 (this year's budget bill for higher education which altered over fifty sections of the CA Education Code), the mapping of local goals to CCCCO requirements, and an explanation of how college's goals are aligned to the budget.

B. Board of Trustees Meeting – The BoT met on December 14 with Trustees Chen-Haggerty and Hidalgo absent. Trustee Chen departed after less than an hour, leaving the Board with the minimum number required for a quorum. Public Communication once again took much time, with one person speaking on behalf of the MakerSpace, one speaking against smoking on campus, and seven speaking on behalf of MEChA on the campus fountain, the need for a Latino center, and the need for an Ethnic Studies degree. Approximately fifty faculty filled the boardroom while three spoke on the need to raise faculty salaries and to maintain lifetime benefits. After a report on our proposed Ethnic Studies degree, the various approval items were all passed unanimously. There were several items of note, including: 1) The College will host a program for international students through a company called ELS. All profits from hosting the program will be used for the International Students program. 2) The Board has approved a "Director, Special Program." The special program in question is one that will serve "...undocumented students through counseling, instruction, mentoring, and community building." 3) All temporary employees now have to pay approximately \$50 for their own background screening. 4) A company called CECHCR has been hired to provide health benefits consultation. 5) 110 managers will go to La Quinta Resort and Club in January for a management retreat at a cost of roughly \$67,000. The BoT will next meet on December 12.

C. Committee Vacancy – There is still a vacancy on the FA Budget committee, which meets as needed. If you are interested in serving on this committee, please contact the FA President at kaljumagi@msac-fa.org.

D. Negotiations Team Shadows – The Faculty Association has reopened its search for one or two members to shadow the negotiations process, to assist the negotiations team with their research, and to

attend CCA or CTA negotiations training in February or July 2019. Please contact the FA President at kaljumagi@msac-fa.org by 30 November if you are interested in being a negotiations team shadow.

E. STRS Workshop – Due to the well attended STRS workshops last year, the FA has convinced STRS to return to campus again this year. Their “My Retirement Benefits” workshop, which is intended for those ten to fifteen years from retirement, will be on 4 December at 1:30 PM in Founders Hall. This will be followed by their “My Retirement Decisions” workshop, intended for those within five years of retirement, on December 4 at 3:00 PM in Founders Hall. Both workshops are now available on the POD calendar (<http://pod.mtsac.edu>). As we will have a very large number of new hires next year, the STRS early-career workshop will be requested next year.

F. CCA Spring Conference – The CCA Spring Conference will be held April 26 – 28 in Irvine. This conference will highlight how to be an effective advocate in California, and there will be sessions related to advocacy at many levels, including with the State Legislature, with local boards of trustees, with our communities, and with our membership. The spring conference also includes the “We Honor Ours” (W.H.O.) award dinner and this year will include very important elections for the CCA President and Vice-President. All customary expenses are paid by CCA and the FA. Due to the need for Exec. Board approval, please contact the FA President at ekaljumagi@msac-fa.org by March 8 if you would like to attend the CCA Spring Conference.

IV. Vice President’s Report – Joan Sholars

A. Membership – CTA Membership report states that we have 1042 members. We have lost one member. Susan and Vera did mail out invitations to all adjunct non-members asking them to become members. The Adjunct Coordinating Committee will work in the Spring to get more of the adjunct to become members.

B. Board of Trustee Meeting – At the Board of Trustee meeting in November, there were about 60 faculty from English, Math, Counseling, Real Estate and Paralegal in attendance. Tamra Horton, Debbie Rivers and Gary Enke spoke on behalf of the faculty in attendance.

C. Governance Committee – The Governance Committee will meet again after the December Rep Council to continue working on the Bylaws. Since we will be having STRS in Founders Hall conference room, the committee can meet in the Fireplace Room.

D. December Hours – Office will close on Thursday, December 20 through Wednesday, January 2. The office will reopen on Thursday, January 3. During the Winter Intersession, the office will be open on Tuesdays and Wednesdays from 8:30 – 12:30. Eric and Joan will be around the other days of the week but the office staff will be in the office on Tuesdays and Wednesdays.

E. Grievance Report – Joan gave the following Grievance Report: a.) The faculty member whose class was cancelled at the last moment due to being over 67% for the third semester in two years has been compensated for the late termination of the class; b.) HR informed Joan of a faculty’s request for an accommodation – this one was worrisome as it looked like the instructor had basically talked themselves out of a job. HR is now seeking to do a “fitness to serve” exam on this faculty member. Joan will be working with the faculty member and CTA; c.) The faculty member who is out on paid administrative leave has informed HR that they have retained an attorney. Joan is not sure if this is a CTA attorney or their own private attorney; d.) Joan is questioning both of the Special Evaluations that are on her desk at this moment. The newest one does not state what the faculty member is to try and improve on and the older one has some questionable wording in it that Joan is trying to resolve; e.) HR has at least two discrimination/harassment /retaliation complaints from faculty against management that Joan is helping with. If a faculty member was listed as a possible witness in either of these cases, HR will be contacting them for interviews. Any faculty member can request that the FA attend as their representative – even if they are just a witness. If you know of a faculty member who has been called by HR and they are not sure what to do, please have them call either Eric or Joan so we can meet with them; f.) Both Eric and Joan are hearing from department chairs about adjunct evaluations. Department chairs and division deans are looking more critically at the evaluations

and are asking many pertinent questions. One of the weaknesses in our contract is the ability to give adjunct “recommendations” to help them in the classroom. The district can always give recommendations but they would like to go back into the classroom the following semester to see if the adjunct has taken their advice. At this point in time, the only way the district can go back in the classroom is if they assign the adjunct to a new (different) prep. g.) Eric is meeting with a dean, department chair and faculty member this afternoon to review this faculty member’s classroom evaluation. h.) At this time, Joan only knows of one probationary faculty member who might not be getting another contract. This faculty member has been in contact with Joan and we are working on next steps in case. i.) Joan is still plan on training the Grievance Committee at the beginning of spring or the end of winter. j.) There are other issues that Eric and Joan are working on but Joan is reluctant to give any information out about them since some faculty might be able to guess who is involved.

F. Political Action Report – Tony Thurmond was elected as the new Superintendent of Public Instruction. This was a major goal of CTA in this year’s elections. Gavin Newsome was elected as Governor. Gary Chow won election to the Mt. SAC Board of Trustees. He defeated our candidate, Ruth Luevand. Eric and the Political Action Committee will meet at the beginning of Spring to debrief about the election to see what went wrong, what we did okay, and what we definitely need to improve on. Joan will report back to the Representative Council in Spring. A detailed accounting of the money spent on the election was provided.

G. New Adjunct Faculty Orientation – New Adjunct Faculty Orientation is scheduled for Thursday, February 21 with three sessions planned: 8 a.m. – 11 a.m.; 12 – 3 p.m. and 4 p.m. – 7 p.m.. This orientation is required for all new adjunct faculty. They will be paid for 3 hours at the non-teaching rate. Please let your department chairs know so that they can invite the adjunct to attend one of these sessions.

V. Treasurer’s Report – Steve Lancaster

Treasure Lancaster reviewed the FA Treasurer’s report for September 1, 2018 – November 20, 2018 and stated that we are wrapping up the tax year and creating tax reports. All budget items are in line and the new categories for non-chargeables will be noted in the report after the Representative Council approves them at the next meeting on December 4th.

VI. Director J Report – Eric Kaljumagi

Eric Kaljumagi reviewed his November 16-17, 2018 Director J Report and highlighted the following items: 1) Since the fall CCA conference was cancelled, the October CCA Board meeting was also cancelled. 2) Merced College has completed negotiations for 2018-21. They will receive a 4% raise and as much as 8% for part-time faculty. 3) Rio Hondo College has negotiated COLA + 1%. 4) Monterey Peninsula College has avoided a strike and is voting on a one-year contract. 5) Miracosta adjunct faculty have successfully negotiated rehire rights. However, there are a number of suspicious investigations against adjunct faculty. 6) College of the Canyons is at impasse and is waiting for a mediator to be assigned by the State. 7) North Orange’s administration are proposing a 50-year vesting requirement for lifetime retiree medical. 8) Imperial Valley reported that “we are in the worst contract negotiations in my 15 years here.” 9) College of the Desert enjoyed their second faculty vs. administration bowling event in October. 10) San Bernardino is having payroll issues related to their recent technology upgrade. 11) Multiple colleges reported little to no loss of members this year. So far, most colleges have more members than last year. 12) The Inmate Education Task Force has completed its work. CCA now has model contract language for faculty teaching in prison programs. 13) NEA has grown by 0.6% and is now back over three million members. 14) There are currently twenty-six lawsuits against NEA or its affiliates related to the Janus decision. 15) Chancellor Oakley is starting a listening tour. 16) The CCA Board worked on its goals of political advocacy, membership retention, membership training, and social justice. Each goal now has multiple activities to be accomplished. 17) Dual enrollment remains a concern for CCA. There are multiple reports of high school teachers with minimum qualifications being given the “college” classes with little involvement from the college or its faculty. 18) The CCA President noted that the union for many hotel workers, UNITE HERE, is requesting that hotel guests not make use of “green choice” programs since they result in hotel maids receiving more variable schedules and overall fewer hours. 19) CCA ended its fiscal year with \$1.24M in income against \$823K in expenses. Due to the loss of agency fee, income and expenses should roughly balance next year. 20) As a reminder, the CCA4me.org

website has been changed to <http://www.CCA4us.org>. 21) The next CCA Conference will be held in San Diego on 8 – 10 February. 22) The next CCA Board Meeting will be February 8, 2019. Please let Eric know if you have any issues you wish him to bring to the CCA Board. Also, please keep in mind that the CCA Board encourages adjunct faculty to attend CCA conferences.

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

VIII. Academic Senate Report – Martin Ramey – No Report

IX. Insurance Committee – Barbara Quinn

The Insurance Committee met in November. The Committee received a matrix for supplemental insurance available through AFLAC, American Fidelity and Metlife. Barbara distributed a copy to the Exec. Board members. A CSEA 262 Rep. on the Committee asked for more information to be obtained for dental and vision with Metlife, AFLAC and ASCIP. The Committee members were informed that the responses for the RFPs were distributed to union reps for each of the bargaining units but were not being distributed to the Insurance Committee members. Alexis Carter (Chair) provided dental codes for Delta HMO to help members be more informed and able to advocate for their covered benefits with providers. The Committee was informed that Dr. Scroggins has met or is meeting with the Wellness Committee to leverage new health providers to provide incentives to decrease cost as a part of a new business plan. The purpose and function statement was distributed to Committee members with highlighted changes in reporting structure from VP Admin. to Human Resources.

X. Adjunct Faculty Committee – Linda Chan

Sokha Song presented to the committee how HR handles complaints against faculty and talked about Title IX. As a result, the committee would like to have a presentation to all adjunct faculty once per semester. The AFC presented their mission statement to be voted on at the next meeting. The Adjunct Faculty Committee discussed getting information to find those adjunct who are not members and reaching out to them to join. The committee is requesting to continue the Adjunct Faculty Committee pilot program next year. The Committee also reviewed the proposed academic calendar and expressed concerns over the Option B proposal. The next scheduled meeting is on December 17th.

XI. Closed Session – Grievance and Negotiations Report

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

XII. Old Business – Action Items

A. Sunshine Items for 2018 – 19 Negotiations – A motion was made, seconded and carried to recommend to Representative Council the list of proposed Sunshine items for the 2018-19 Negotiations.

B. Refreshments for December Representative Council Meeting – A motion was made, seconded and carried to approve the budget of \$750 for refreshments and grab bags for the December 4th Representative Council meeting.

C. Committee Appointments – A motion was made, seconded and carried to approve the appointment of Laura Wohlgezogen to the FA Membership committee and Kim Geary to the Political Action Committee.

D. FA Director Appointment – Gary Enke – A motion was made, seconded and carried to approve the recommendation to Representative Council the appointment of Gary Enke to the FA Executive Board to replace Maya Alvarez-Galvan.

E. CCA Winter Conference Appointments – A motion was made, seconded and carried to approve the appointment of Linda Chan, Lance Heard, Tamra Horton, Eric Kaljumagi, Enriqueta Leyva,

Barbara Quinn, Masoud Roueintan, Joan Sholars, Ellen Straw, Tuan Vo, Emily Woolery to the CCA Winter Conference.

F. CCA Spring Conference Appointments – A motion was made, seconded and carried to approve the appointment of Linda Chan, Lance Heard, Tamra Horton, Eric Kaljumagi, Barbara Quinn, Susie Rubenstein, Michael Sanetrick, Joan Sholars, Ellen Straw, Liz Ward and Emily Woolery to the CCA Spring Conference.

G. Salary Increases for FA Employees – A motion was made, seconded and carried to approve the salary increase of \$2.50/ hour raise for both of the FA office staff (Vera and Susan) beginning January 1, 2019.

H. Purchase of Promotional Items (Swag) – A motion was made, seconded and carried to approve the purchase of FA promotional items with a budget of \$3,000.

XIII. New Business – Discussion

A. Lab Parity Committee Appointment – Eric Kaljumagi – It has been proposed that Eric Kaljumagi be appointed to the Lab Parity Committee. This will be an action item at the next Executive Board meeting on December 12th.

B. CCA Winter Conference Appointments – It has been proposed that Diana Carillo, Tim Engle, Liz Hernandez, Al Kirchgraber, Briseida Ramirez-Catalan and Antoine Thomas be added to the CCA Winter Conference Appointments. This will be an action item at the next Executive Board meeting on December 12th.

C. CCA Spring Conference Appointments – It has been proposed that Tim Engle, Hugh Griffith, Serena Ott, Briseida Ramirez-Catalan, Antoine Thomas, Gary Enke, Sandra Esslinger and Vicki Greko be added to the CCA Spring Conference Appointments. This will be an action item at the next Executive Board meeting on December 12th.

D. Donation to Butte College Employee Help Fund – It has been proposed that the FA make a donation to Butte College Employees to help those faculty who have lost their homes in the Butte fires. This will be an action item at the next Executive Board meeting on December 12th.

E. Creation of Joint Number of Flex Days Task Force – A motion was made, seconded and carried to suspend the rules and create a Joint Number of Flex Days Task Force.

F. Creation of Joint Class Size Task Force – A motion was made, seconded and carried to suspend the rules and create a Joint Class Size Task Force.

G. Winter Intersession Executive Board Meeting – It has been proposed that the Executive Board meet in during the Winter Intersession to advise the Negotiation Team. This will be an action item at the next Executive Board meeting on December 12th.

H. Puttin' on the Hits Budget – It has been proposed that the 2019 Puttin' on the Hits budget be limited to \$4,500. This will be an action item at the next Executive Board meeting on December 12th.

I. Negotiation Shadow and Researcher Pay – It has been proposed that we employ researchers and shadows for the negotiation process. This will be an action item at the next Executive Board meeting on December 12th.

XIV. Announcements

- A. Next Executive Board Meeting – December 11th, 11:30–1:00 in FA Office.
- B. Next Representative Council Meeting – December 4th, 11:30–1:00 in Founders Hall.
- C. Next Board of Trustees Meeting – December 12th, 6:30 pm in Founders Hall.
- D. Next CCA Conference – February 8-10 in San Diego and April 26-28 in Irvine.
- E. Next SCONe Council Meeting – January 17th, 4:30-9:00 p.m. at the San Dimas Country Club.

XV. Adjournment

The meeting was adjourned at 1:08 p.m.

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