

**Mt. SAC Faculty Association
Executive Board Meeting
August 27, 2019**

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

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 11:34 a.m.

II. Approval of Minutes

The minutes of May 21, 2019, June 11, 2019, and August 20, 2019 (minor edit) were approved as written.

III. President's Report – Joan Sholars

A. FA Retreat – The FA Retreat held on Flex Day was a success – more faculty showed up for this celebration than for any other event that the FA has sponsored in quite a while. The winners of the gift cards are: Jabari Morris, Afeleti Malieitulia, Monika Chavez, Linda Chan, Eric Kaljumagi, Dan Garcia, Steve Williams, Dana Miho, Maria Estrada, K Zapata, Emily Versace, Billie Lyons and Bianca Lee. About 60 people attended the event, including Sergio Martinez, CTA Board member. Thank you Liz Ward, Linda Chan, Gary Enke, Emily Woolery, Lance Heard, Antoine Thomas, Chisa Uyeki, Serena Ott and Sandra Esslinger for attending this event and working the room.

B. New Adjunct Faculty Orientation – About 150 new adjunct faculty members attended for our New Adjunct Faculty Orientations on Thursday, August 22. Thank you Linda Chan and Emily Woolery for staying the entire day in support. We did run out of food at all three sessions.

C. New Full-time Faculty Orientation and Department Chair Training – About 35 – 40 of our new full-time faculty attended the New Full-time Faculty Orientation on Tuesday, August 20. On Wednesday, August 21, there were about 80 faculty and administrators in attendance at the Department Chair Training.

D. Flex Day FA Workshops – On Flex Day, Friday August 23, Joan and Emily led two workshops on evaluations. They were well attended.

E. FA Committee Openings – Joan will send out a general call to all faculty via email. Committee openings are: 1) Insurance Committee – 2nd Tuesday of each month 1:30 – 3:30; 2) Governance Committee – 1st Tuesday of each month after Rep Council; 3) Flex Day Planning Committee – meets as needed; 4) Communication Committee – meets as needed; 5) Grievance Committee – meets as needed; 6) Hospitality Committee - meets as needed; 7) Awards Committee – meets as needed.

F. Executive Board Vacancy Nominations – Nominations were opened at the June 4 Rep Council for the vacancy on our Board. Tamra Horton was nominated. Nominations will close at the September Rep Council meeting.

IV. Vice President's Report – Emily Woolery

A. Student CTA – Emily wishes to start a chapter of Student California Teachers Association (SCTA) with Charles Newman, Program Coordinator, Teacher Preparation Institute, and Professor, Chemistry. She will attend the Club Advisor Training on September 3 and Join-A-Club days on September 10 – 12. Club activation is due September 20. Emily asked if any Board member can help us staff a table at Join-A-Club day? Contact Emily if you can help on one of these dates. Join-A-Club Day Kerr's Corner – 9:00 a.m. – 2:00 p.m. on Tuesday, September 10, Wednesday, September 11, and Thursday, September 12.

B. Faculty Concerns – Faculty have reached out with concerns regarding scheduling challenges that impact adjunct faculty, adjunct evaluation timelines, and FLEX day attendance.

C. FA Adjunct Orientations, Department Chair Training and FLEX Day – Emily joined Joan at the full-time and adjunct orientations, department chair training, FLEX day breakout sessions, and the FA retreat. Joan provided great content and answered many questions at each session.

V. Treasurer’s Report – Steve Lancaster – No Report

Treasurer Lancaster announced that we have an action item concerning adding a temporary new line item titled “Retreat Reimbursement Fund” to allow reimbursement to Joan for her FA Retreat expenses.

VI. Director J Report – Lance Heard

Lance Heard announced that he will no longer be able to be our Director J Representative due to his newly acquired position as Co-VP of Academic Senate. This position requires attendance at four meetings and three CCA Conferences. If interested in this position, please contact Joan as to how to proceed.

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

Joan reported that CTA State Council will be held at the end of October. The next SOne meeting is October 2, 2019 from 4:30 – 9:00 pm at the San Dimas Country Club.

VIII. Academic Senate Report – Serena Ott

A. Academic Senate Retreat – An Academic Senate Retreat was held on Thursday, August 22, 2019 in the Mt. SAC Library from 9:00 – 12:00. The purpose of the retreat was to provide input to Senate on priorities for Academic Senate goals. This year the Senate is working on integrating our campus-wide priorities of Guided Pathways, Student Equity, Student Success, and Sustainability into our shared governance structure and the work of Senate committees.

B. Request for New Faculty Informational Sessions – This year there will be Informational Sessions to assist in completing the form. They are scheduled for Tuesday, September 3, 4:30-5:30p, 4-2440 and Wednesday, September 4, 8:00-9:00a, 4-2440

C. First Academic Senate Meeting – The first Academic Senate meeting is scheduled for Thursday, August 29th at 11:30 in Founders Hall.

IX. Adjunct Faculty Committee – Linda Chan

A. Adjunct Faculty Advisory Committee – The first meeting is scheduled for Tuesday, September 17th in the FA Office from 11:30 – 1:00

IX. Hospitality Report – Joan Sholars

The FA Retreat was a great success. The food was catered by Lucille’s and was excellent. Beer and wine was provided and enjoyed by all. We will be discussing whether we will be hosting this function on an annual basis.

XI. Insurance Committee

The purpose and function of the Insurance Committee was discussed. We are not a member of SISC so the question arises “Does the FA need a separate Insurance Committee?” Further discussion on this topic will be forthcoming.

XI. Closed Session – Grievance and Negotiations Report

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

XII. Old Business – Action Item

AA. Retreat Reimbursement Fund – A motion was made, seconded and carried to approve the creation of a temporary account entitled “Retreat Reimbursement Fund” to allow payment to Joan for FA Retreat expenses.

A. Survey Committee – Proposed FA Survey – A motion was made, seconded and carried to approve the recommendation of the proposed FA survey as amended.

B. Discussion on Legal Counsel – A motion was made, seconded and carried to postpone discussion on Legal Counsel until the next Executive Board meeting on September 10th.

C. Executive Board Sub Committee – Faculty Awards and Recognition – A motion was made, seconded and carried to postpone action item Executive Board Sub Committee for Faculty Awards and Recognition until the next Executive Board meeting on September 10th.

D. Structure of Rep Council Meetings – A motion was made, seconded and carried to postpone action item Structure of Rep Council Meetings until the next Executive Board meeting on September 10th.

XIII. New Business – Discussion

A. Faculty Job Action – Fall 2019 – A motion was made, seconded and carried to postpone discussion of Faculty Job Action – Fall 2019 until the next Executive Board meeting on September 10th.

B. Celebration of our Adjunct Faculty Budget – A motion was made, seconded and carried to postpone discussion of Celebration of our Adjunct Faculty Budget until the next Executive Board meeting on September 10th.

C. STRS Retirement Workshop – A motion was made, seconded and carried to postpone discussion of STRS Retirement workshop until the next Executive Board meeting on September 10th.

D. Members Benefit Workshop – A motion was made, seconded and carried to postpone discussion of Members Benefit Workshop until the next Executive Board meeting on September 10th.

E. Interest Based Bargaining Training – A motion was made, seconded and carried to postpone discussion of Interest Based Bargaining until the next Executive Board meeting on September 10th.

F. FA Retreat – Annual Celebration – A motion was made, seconded and carried to postpone discussion of FA Retreat – Annual Celebration until the next Executive Board meeting on September 10th.

XIV. Announcements

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

B. Next Governance Committee Meeting – September 3rd, 1:00 –2:00 in Founders Hall.

C. Next Executive Board Meeting – September 10, 11:30 – 1:00 in the FA Office.

D. Next Adjunct Faculty Advisory Committee Meeting – September 17, 11:30 – 1:00 in the FA Office.

- E. Next Board of Trustees Meeting – September 11th, 6:30 pm in Founders Hall.
- F. Next CCA Conference – October 11th – 13th at the Hilton San Jose.
- G. Next SCONe Council Meeting – October 2nd, 4:30-9:00 p.m. at the San Dimas Country Club.

XV. Adjournment

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

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