

**Mt. SAC Faculty Association
Executive Board Meeting
November 12, 2019**

Present: Chan, Esslinger, Greco, Greenberg Heard, Horton, Kaljumagi, Lancaster, Ott, Sholars, Thomas, Uyeki, Ward, Woolery. **Absent:** Enke, 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 as amended at 11:35 a.m.

II. Approval of Minutes

The minutes of October 29, 2019 were approved as amended.

III. President's Report – Joan Sholars

A. Expanded PAC – Expanded PAC meets on Wednesday, November 13. Both Emily Woolery and Joan will be attending.

B. Board of Trustees – The Board of Trustees will meet on Wednesday, November 13. Both Emily Woolery and Joan will be attending.

C. Executive Board Position – According to our Bylaws, a vacancy can exist for failure to serve. Gary Enke has not attended the past two Rep Council meetings and the last Executive Board meeting that he attended is September 10. The Board discussed the issue and recommended reaching out one last time. If there is no response we will move forward with filling the vacancy.

D. FA Survey – The Faculty Association Survey is on your portal. Joan will send out an email today reminding faculty about the email. Please let your colleagues know that the survey is available.

E. Committee Openings – The following committees have openings: 1) Campus Equity and Diversity – meets the first Monday of each month at 9:00 a.m.; 2) Class Size – meets as needed; 3) Lab Parity – all members are from the same division; 4) Insurance Committee –meets the first Tuesday of each month from 1:30 – 3:00; 5) Communication Committee; 6) Grievance Committee; 7) Hospitality Committee; 8) Awards Committee

F. Negotiations 2020 - Shadows – Negotiations 2020 – do we want to have shadows, resources, or research assistance? This will be a discussion item later in the agenda.

IV. Vice President's Report – Emily Woolery

A. AP 3445 Accessibility of Electronic Media Workgroup – The Academic Senate established this workgroup. Professor Ellen Caldwell (Art History) chairs the workgroup, which also includes professors Todd Clements (Chemistry), Tony Rivas (Counseling), and Emily Woolery (FA). The workgroup also includes Uyen Mai (Marketing and Communication) and Eric Turner (Information Technology). We are charged with reviewing the AP language. We held our first meeting on October 30. Our next meeting will be on November 20.

B. Other – Emily also attended check-in meeting with Sokha Song and Dr. Scroggins. She will continue work with the student CTA club which is hosting its first fundraiser this week.

V. Treasurer's Report – Steve Lancaster

Treasurer Lancaster reviewed the September 1, 2019 – November 12, 2019 Treasurer's Report and stated that we have received our first installment from CTA in the amount of \$11,285 which is up from last year's installments of \$10,450. This will be an additional \$8035 in Dues and Agency Fees this year. The \$44,280.90 from the matured CD was transferred into our checking account and our expenses are as expected for this time of the year. We will be looking into possible raises for our office staff.

VI. Director J Report – No Report

VII. SOne/CTA State Council Report – Joan Sholars

A. Service Center One – Joan announced that she attended the CTA's Principals and Supervisors lunch with Dr. Scroggins on November 6th where "Injustice in the Classroom" was the main topic. Dr. Scroggins was very much involved in the discussion. On December 5th, Joan and our BoT will be attending CTA's Board of Trustees dinner. The next SOne meeting will be held January 21, 2020 from 4:30 – 9:00 pm at the San Dimas Country Club.

VIII. Academic Senate Report – Serena Ott

A. Executive Senate – Senate Exec approved faculty appointments and the Purpose and Function statements of the Curriculum and Instruction Council as well as the Educational Design Committee.

B. Letter in Support of Preferred Names Resolution – Senate Exec voted to suspend the rules and approve the writing of a letter in support of a resolution in support of preferred names drafted by Associated Students. The focus is on preferred names being on student cards.

C. Inclusion Summit – There are still open seats at the Inclusion Summit this Friday from 9 to 2 in 9C. RSVP to Laura Martinez.

D. FLEX Day Proposals – Call for Flex Day proposals will be going out soon.

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

Current issues facing adjunct faculty within the English department seem to be resolved. The English Department Chairs have approved the attendance of adjunct faculty to their department meetings. The next meeting for the AFAC is scheduled for November 19th at 11:30 in the FA Office.

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

XI. Professional Development Committee – Linda Chan – No Report

XII. Closed Session – Grievance and Negotiations Report

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

XIII. Old Business – Action Item

A. Bylaws/Standing Rules – A motion to separate Bylaws and Standing Rules was made, seconded and carried. A motion was then made, seconded and carried to approve the Bylaws. A motion to postpone the Standing Rules to determine the financial impact of the AFAC was made, seconded and carried. This will be an action item at the next Executive Board meeting on November 26, 2019.

B. Web Page Direction – A motion was made, seconded and carried to approve \$650 to create a new FA Website.

C. PGI Project – Tamra Horton – A motion was made, seconded and carried to approve the PGI Project.

D. Resolution in Support of Schools and Communities First – A motion was made, seconded and carried to approve and recommend to Rep Council the Resolution in Support of Schools and Communities First.

XIV. New Business – Discussion

A. National Center’s Higher Education Labor-Management Conference Appointments – Emily Woolery and Vicki Greco – A motion was made, seconded and carried to suspend the rules and appoint Emily Woolery and Vicki Greco to the NCHELMC.

B. CCA Winter Conference Appointments – Joan Sholars and Emily Woolery – It was proposed that Joan Sholars and Emily Woolery be appointed to the CCA Winter Conference. This will be an action item at our next Executive Board Meeting on November 26, 2019.

C. Number of Flex Days Joint Task Force Appointment: Vicki Greco – A motion was made, seconded and carried to suspend the rules and appoint Vicki Greco to the Number of Flex Days Joint Task Force.

D. Salary and Leaves Committee Appointment – Tamra Horton – It was proposed that Tamra Horton be appointed to the Salary and Leaves Committee. This will be an action item at our next Executive Board Meeting on November 26, 2019.

E. Splitting CD – It has been proposed that we split our CD to allow for access to funds throughout the year. This will be an action item at our next Executive Board Meeting on November 26, 2019.

F. December 10 Meeting – We will need to decide the location of our December 10th meeting. This will be an action item at our next Executive Board Meeting on November 26, 2019.

G. AP 3445 – Accessibility of Electronic Media – The language of AP 3445 – Accessibility of Electronic Media is being reviewed. This will be an action item at our next Executive Board Meeting on November 26, 2019.

XV. Open Discussion – Faculty Open Forum

The invitation of Richard Mahon to the December 3rd Representative Council meeting has been proposed.

XVI. Announcements

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

B. Next Board of Trustees Meeting – Wednesday, November 13, 6:00 p.m. in Founders Hall.

C. Next Executive Board Meeting – Tuesday, November 26, 11:30 – 1:00 in the FA Office.

D. Next Adjunct Faculty Advisory Committee Meeting – Tuesday, November 19, 11:30 – 1:00 in the FA Office.

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.

XVII. Adjournment

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

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