

**Mt. SAC Faculty Association
Executive Board Meeting
June 9, 2020 via Zoom**

Present: Chan, Esslinger, Greco, Greenberg, Heard, Horton, Kaljumagi, Lancaster, Sholars, Thomas, Uyeki, Ward, Woolery. **Guests:** Alvarez-Galvan, Howell, Lawton, Piluso, Rivera. **Absent:** Ott.

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 with flexibility at 11:33 a.m.

II. Approval of Minutes

The minutes of May 26, 2020 were approved as written.

III. President's Report – Joan Sholars

A. End of Semester – Joan thanked the Executive Board for their time and dedication to the faculty this semester.

B. Executive Board – We have some who leaving the Executive Board as of this meeting: Stephen Lancaster – Treasurer, Vicki Greco – Director, Tamra Horton – Director. We have some who are returning or are new to the Executive Board as of this meeting: Maya Alvarez-Galvan, Luisa Howell, Robert Piluso, Judy Lawton. Thank you for all your hard and welcome to the new members of the Board.

C. Meetings With BoT's – In the past few weeks, Emily and Joan have had meetings with Laura Santos and Gary Chow. The discussions were productive and they feel that both of these trustees will work toward our faculty goals. Further meetings have been set up with Manuel Baca and Judy Chen-Haggerty.

D. Upcoming BoT Elections – Rosanne Bader, Jay Chen, and Manuel Baca are up for re-election in the fall. Joan is hearing through the grapevine that Rosanne might not be running again. She is also hearing from some local unions about potential candidates for Rosanne's and Manuel's Board seats. Emily will be working with the PAC to set up forums for possible candidates in August. We do need more members of the PAC committee – do we have any interest from our Executive Board? Running a campaign in these times is not impossible but it is hard and we did not run a great campaign for Ruth Leuvand in 2018. Tamra, Emily and Joan have been attending webinar meetings to be trained for a possible campaign. A BoT Evaluation process was discussed to put faculty focused pressure on the Board's decision making. Joan, Emily, Tamra and Judy Lawton will be working on this. If anyone else is interested, please contact Emily.

E. Bank Signatures – The minutes reflect the election results and hence, the changes to the signatures on our bank accounts: **President** – Joan Sholars, **Vice President** – Emily Woolery, **Secretary** – Elizabeth Ward, **Treasurer** – Linda Chan. Linda Chan's name will need to be added to the bank accounts and Stephen Lancaster **AND ALL OTHER SIGNATURES** removed from our bank accounts. The officers will find a time to visit all of our banks to change the signature cards – this is a full day job.

F. Graduation – Joan doesn't know what to say about graduation. She worked with Dr. Scroggins in the fall to get \$100 stipends for faculty who attended graduation thinking we would be back in our stadium but the world has changed. Now only a few faculty can attend the ceremony and it does not seem fair to give the chosen faculty \$100 when the other faculty could not receive it. Joan will not be attending the drive through graduation due to her age and worry about the virus still.

G. Flex Certification – Joan signed an agreement with Richard Mahon that no one needs to submit the Flex Certification form. If you did it, fine but if you did not – nothing will be deducted from your paycheck. This is for this year only – next year everything is back to normal.

IV. Vice President's Report – Emily Woolery

A. Board of Trustees (BoT) – Emily joined Joan in individual meetings with Trustees Chow and Santos. Lance Heard, Tamra Horton, and Chisa Uyeki also attended some meetings. The Board of Trustees will meet on June 24.

B. President's Advisory Council (PAC) – PAC will meet on June 10.

C. TRI and FOMA Meetings – Emily continues to attend meetings with Joan related to TRI and FOMA. Recent discussions included banking leave, faculty evaluation, FLEX certification, mentor stipends, noncredit compensation (curriculum work), and scheduling. Tamra Horton attended some meetings.

D. Thank You and Welcome – Thank you to all FA executive board members – and welcome to our newest members. Emily enjoyed working with you and look forward to our continued work. She hopes you all find time to rest during summer.

V. Treasurer's Report – Steve Lancaster

Treasurer Lancaster reviewed the September 1, 2019 – May 26, 2020 Treasurer's Report and stated that everything is up to date and accurate. No numbers stand out to indicate a possible budgeting problem. The FA has not purchased any Promotional items this year and the need to purchase is not looming since the upcoming Fall FLEX where the FA distributes swag is on Zoom. Payroll for office staff has a budget of \$25K and we are currently at \$14.4K. We are under budget but have sufficient funds if office staff is needed. There is over \$274K in our CD's. FDIC will only protect up to \$250K so it is important to get that account to \$250K. It will also be important for the next Treasurer to break up the CD's into \$50K increments so the CDs mature every 3 months allowing access if necessary.

VI. Director J Report – Linda Chan – No Report

VII. SCA/CTA State Council Report – Eric Kaljumagi/Joan Sholars

Eric Kaljumagi stated that the Director for District D is open. There is tremendous concern for the reopening of our community college campuses in relation to COVID and PPE as well as classroom and facility sanitation. There will be a CCA/CTA Legislative Updates Webinar on June 22 at 5:00 pm, and a State Budget Overview on June 25 at 11:00 am. Upcoming CCA/CTA Conferences are all virtual: President's Conference July 13 – 17, Leadership Conference July 15 -19, and the Summer Institute July 27 – 30. They are also trying to offer a Treasurer's training this summer and more information will be forthcoming. Joan stated that some of the Executive Board members have tried to register for the President's Conference but the site was not allowing them to register. It was recommended to contact Dwayne Schafer or Margie Granado. Luisa Howell announced that CCA wants to know how FA members want to communicate with them and if you have any suggestions to contact her. We are lucky in that Eric and Luisa are members of our Executive Board so we have current information. CTA State Council met last week and on Saturday, June 6th they proposed to support or oppose propositions. You can check the CTA website for more information. CTA is focusing on the "Schools and Community First Initiative" that qualified to be on the ballot.

VIII. Academic Senate Report – Chis Uyeki

A. Appointments – The following Senate Appointments have been made: • Teacher Preparation Institute Coordinator - Keiko Tsurumi, appointed for 2 year term (20-22), • Appointment to IEC - Kristina Allende (ENGL) Faculty at Large 20-23.

B. Senate Action – Senate Actions have been made: 1.) Resolution 20-08 Black Lives Matter Approved – Task Force/working group proposed; 2.) AQ & AWE replacement, recommendations 51 & 52 passed; 3.) Senate Exec approved the changes to the Committee Purpose & Functions for Mapping & Cataloging Committee, Retention & Persistence Committee, and Guided Pathways Cross-Council Committee;

4.) FOMAR for librarians and Counselors were approved; 5.) AP 4101 Independent Study Approved on behalf of the full senate.

C. Updates – The following are Senate updates: • Class size joint FA/Senate Task Force recommendations discussed at Senate Exec; • AP 5220 Student Discipline was discussed, but will return as an action item in fall; • Equivalency committee is working on edits to AP 7211; • Faculty hires to maintain the FON have been approved. Still working 2 on SCE hires that should be hired by order of priority. EOPS has requested a one-year temp position, this will go to AMAC.

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

The Adjunct Faculty Advisory Committee has not met since their last meeting on May 17th. The next AFAC meeting is scheduled for Tuesday, June 16th. AFAC will be holding a workshop this summer on Tuesday, July 21 from 12:00 – 1:30 with Catherine McKee regarding “Best Practices of Teaching Online” and tips for teaching in Canvas. Judy Lawton will be the new Co-Chair of the AFAC now that Linda Chan will be our new Treasurer.

X. FPDC – Linda Chan

Linda Chan stated the FPDC website has been updated. She shared that FPDC heard a presentation from Lisa Rodriguez in the Title V office and that there will be a new CORA cohort that will take in 30 faculty. They want faculty to know about Equity certification, ACUE teaching certification and they need data coaches. The ACUE Course prepares college faculty to use the evidence-based techniques shown to help students succeed and leads to a nationally recognized Certificate in Effective College Instruction endorsed by the American Council on Education (ACE). This course is approved for 54 hours towards Professional Growth Increment (PGI). Also check out the Mountie Podcast on the Title V website. More information at: mtsac.edu/titlev/. FPDC also went over their goals and they are working on their end of year report.

XI. Insurance Task Force – Sandra Esslinger

Sandra Esslinger stated that we are getting an opinion from lawyer. The COVID-19 pandemic has disrupted the process. We will be creating the Insurance Committee today as it is an action item on today's agenda.

XII. Governance Committee

Joan directed the Governance Committee to work this summer to revise the Standing Rules to reflect electronic voting, the addition of the Insurance Committee and the addition of the Organizing Committee. She requested that everything should be in order by our October meeting. Joan stated that we need more non-Executive Board members to serve on the Governance Committee. Linda Chan added that we are still waiting to hear back from Gail Belik at CTA who is reviewing our documents. Joan stated that Gail has been ill and was not at State Council last week. Joan recommended that we might need to get in touch with Dwayne Schafer, Melanie Liu or Sandra Jones. Vicki Grecko stated that she would be interested in serving on the Governance Committee and Judy Lawton is interested in serving on the Organizing Committee. If anyone else is interested in serving, please contact Joan.

XIII. PGI Report – Tamra Horton

Tamra Horton identified 295 faculty who do not have their PGI and sent them an email to schedule an appointment with her to assess the best way to get that additional pay. Tamra currently has 40 appointments scheduled with faculty.

XIV. Old Business – Action Item

A. FA Insurance Committee – A motion was made, seconded and carried to have the Governance Committee add an Insurance Committee to the FA Standing Rules.

- B. No Confidence Vote in Dr. Scroggins – After discussion, no motion was made.
- C. Summer Meetings – A motion was made, seconded and carried to approve the FA Executive Board meet on July 14th and August 4th.
- D. Board Retreat – A motion was made, seconded and carried to approve the FA Executive Board schedule a Board Retreat this Summer.
- E. FA Awards – A motion was made, seconded and carried to approve the recommendations of the FA Awards Committee and financially award all applicants with amounts to be determined by the FASAF Committee.

XV. New Business – Discussion

- A. Executive Officers – 2nd VP – The possibility of having two VPs, one full-time and one part-time was discussed. This will be an action item at the next Executive Board meeting on July 14th.
- B. Summer Hours – Joan reported that she will need to take some time off this summer and so will Emily. She assured the Board that when she is unavailable, Emily will cover.
- C. Summer Treasurer – No discussion.
- D. PGI Coordinator Stipend – Tamra Horton will keep track of her hours and see how impacting the position of PGI Coordinator is. This may be an action item at the next Executive Board meeting on July 14th.
- E. Budget Committee Appointments – Stephen Lancaster and Al Kirchgraber – It has been proposed that Stephen Lancaster and Al Kirchgraber be appointed to the Budget Committee. This will be an action item at the next Executive Board meeting on July 14th.
- F. Summer Pay for Office Staff – A motion to suspend the rules and approve the payment of Office Staff this summer was made, seconded and carried. Vera will be working 8 hours per week at a rate of \$20 per hour.

XVI. Adjournment

The meeting was adjourned at 1:27 p.m.
The minutes were respectfully submitted by Liz Ward, Faculty Association Secretary