

**Mt. SAC Faculty Association  
Executive Board Meeting  
July 14, 2020 via Zoom**

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

**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 11:35 a.m.

**II. Approval of Minutes**

The minutes of June 9, 2020 were approved as written.

**III. President's Report – Joan Sholars**

A. Negotiations – Most of Joan's report revolves around the current Negotiation issues and will be discussed later in the agenda. The Negotiation Team has been divided into two groups: **Pandemic Team** – Joan Sholars, Emily Woolery, Tamra Horton, Sandra Esslinger; **Negotiation Team** – Joan Sholars, Emily Woolery, Sandra Esslinger, Judy Lawton, Vickie Greco, Maria Davis, Herschel Greenburg, Robin Devitt, and Linda Chan. The benefits of possibly purchasing G-Suite were discussed. The Negotiation Team believes that G-Suite might be helpful to assist in organizing and sharing their files.

B. Meetings With BoT's and Administrators – Emily and Joan have had monthly meetings with Dr. Scroggins, Richard Mahon, and Abe Ali. Joan meets on a regular with Morris Rodrigue since they both serve on the Budget Committee. Joan met with Laura Santos, Judy Chen Haggerty, and Manuel Baca. She will be meeting with Robert Hildago tomorrow, July 15, and will also be meeting with Jay Chen when he returns in August. Joan shared her July 8<sup>th</sup> BoT report and her " Day in the Life of Our Faculty" narrative via email.

C. Upcoming BoT Elections – Jay Chen, and Manuel Baca are up for re-election in the fall. Rosanne Bader's seat is up for re-election but she will not be running. We will need to determine if we want to support the incumbents and also who we will support for Rosanne Bader's Area One of La Verne and part of Pomona. Emily as the PAC chair, will be working with the PAC Committee to set up forums for the incumbents as well as possible candidates. 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. Maya Alvarez-Galvan will be looking into the BoT evaluation process.

D. Joan Retiring June 2021 – Joan announced that she will be retiring in June of 2021. Her concern is that we need to get faculty involved and able to step up into FA administrative roles.

**IV. Vice President's Report – Emily Woolery**

A. Board of Trustees (BoT) – The BoT met on June 24 and July 8. On June 24, the BoT heard informational reports on Metrics Update, 2019-20 Budget Estimated Actuals, and Tentative Budget Report. The BoT adopted Resolution 19-29 - Affirming Our Commitment to Student Success for Black and African American Students and Tentative Budget for the 2020-21 Fiscal Year. On July 8, the BoT heard an informational report on Financial Aid Report. The Management Steering Committee made reference to a draft management classifications that has been forwarded to Cabinet. They approved the revised College Mission, Vision Statement, and Core Values.

B. President's Advisory Council (PAC) – PAC met on June 24 and July 8. On June 24, PAC reviewed committee reports and progress reports from many campus committees. Emily had to miss the July 8 meeting due to an FA meeting.

C. Temporary Remote Instruction (TRI) and Fully Online By Mutual Agreement (FOMA) – Emily continued to attend meetings with Joan and Tamra Horton related to TRI and FOMA. Discussions included banking leave, faculty evaluation, mentor stipends, office hours, and scheduling.

D. Board of Trustees (BoT) Election – Three trustee positions are up for election this fall. Manuel Baca and Jay Chen are running for re-election. Roseanne Bader announced she will not run for re-election. Emily attended CTA Political Trainings on Effective Voter Contact, Building and Maintaining Relationships with School Board and College Trustees, and Forming a PAC.

#### **V. Treasurer's Report – Stephen Lancaster/Linda Chan – No Written Report**

The FA Exec 6-9-20 minutes that stipulate the changes in the bank signing card have been approved today and now Linda Chan can be added as an approved signee. It was noted that Stephen Lancaster is still acting as the Treasurer since Linda Chan does not have keys to the FA Office and has not been able to come to campus to get the Treasurer's laptop to work on the FA Treasurer's Report. It was also noted that the CCA/CTA Treasurer's training has not occurred yet for Linda to gain the knowledge needed to perform her job. Joan will be reaching out to Linda to establish the deadline of August 4<sup>th</sup> to perform her Treasurer's responsibilities. Joan stated that she has paid all bills, sent out Student of Distinction checks as well as our FA Award checks to the Academic, Extra-Curricular and CTE recipients with a congratulatory note. Joan added that all adjunct faculty have been paid for their FA meeting attendance.

#### **VI. CCA Director J Report – Luisa Howell**

Luisa Howell asked if there was anything that our Executive Board or faculty wanted her to take back to CCA and if there was any way we specifically wanted to communicate with CCA. The issue of coming back safely to campus was addressed as well as the faculty not being responsible for cleaning, disinfecting or policing the student's wearing of masks. It was suggested that the FA write a strong letter to Dr. Scroggins, CCA, and Governor Newsom to recommend that courses or campus services that can be conducted off campus should remain off campus as long as COVID is a health risk. It was noted that it cannot be a blanket statement since there are many classes that train essential service students that will need to meet on campus and that many students are on strict deadlines to complete their coursework.

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

Eric Kaljumagi stated that he is busy preparing for Fall. There has been a push for a the creation of a CCA Equity and Diversity Committee with a contact on community college campuses. Mt. SAC already has an Equity and Diversity Committee on campus so a channel for information and a means to get things accomplished already exists. The Equity and Diversity Committee will be hosting an online presentation tomorrow, July 15, at 11:45 am. CCA elections will be conducted online in August and candidate information can be found on the CCA website: [cca4us.org](http://cca4us.org). Of concern is that the CCA only has 55% of its members' personal emails. The CCA Fall Conference is being doubly planned for in person and online. It will be a lengthy meeting since the Spring Conference was cancelled and the Bylaws and Budget will need to be reviewed and approved. If you would like to attend the CTA Summer Conference, contact Joan and she will send you the link.

#### **VIII. Academic Senate Report – Chis Uyeki – No Written Report**

A. Faculty Interested in Early Alert – In April, professors were given an opportunity to refer students through a Student Feedback Request email. The primary focus of that effort was to provide information on students who may have been adversely affected by the transition to remote temporary instruction. This feedback was accomplished through our use of the Navigate system. As we prepare to explore further methods to assist students using Navigate, you are invited to participate during the summer or fall. If you would like to be part of the discussion regarding the types of alerts available for faculty to use to provide student feedback, please email [lheard@mtsac.edu](mailto:lheard@mtsac.edu) for further information.

B. International Students – With the latest ruling regarding International Students, the Academic Senate is in agreement with the Academic Senate for California Community Colleges' commitment to support our international students and commends the California Community Colleges Chancellor's Office and the California State University systems in their support of the legal action to defend the rights of international students in our institutions. Our international students are an integral part of our college and deserve the same treatment as our local students; they should not be forced to choose between their health or continuing their education. The details are still being settled, but a solid plan is in place to support International Students who are living locally to stay local and continue their studies at Mt. SAC.

C. Title V Equity and Diversity Coordinator and Other E & D Coordinator Positions – An email was sent out regarding the addition of a Title V Coordinator funded by Mt. SAC's Title V grant titled *Creating an Equity-minded Campus Culture to Improve Student Outcomes*. The U.S. Department of Education has funded a \$3 million Developing Hispanic-Serving Institutions (Title V) grant to provide a comprehensive set of activities to promote an equity-minded campus culture that improves the educational outcomes of Hispanic, low-income, and other students traditionally underrepresented in higher education. The new Title V Coordinator position will coordinate faculty development specifically towards Goal 1: Support faculty in exploration of new research and teaching models that enhance student learning and improve educational outcomes for students from diverse backgrounds. Also, the coordinator will be working to increase the number of faculty members completing grant-sponsored professional development in equity-minded pedagogy to reach the outcome of an increase in retention and persistence for students. This position is granted 15 LHE annually for a two-year appointment; 6 LHE in years 3 to 5. Additional support coordinator positions in Financial Literacy, Student Development, Data Coach Coordinator as well as Data Coaches will be funded as well. Please review Chisa's email for further information.

D. Captioning Update – An email regarding the training and implementation of a new captioning tool titled "Otter.ai" will be forthcoming. Many faculty are successfully using this program and the expectation is that we will be using it for captioning in the Fall.

#### **IX. Adjunct Faculty Advisory Committee – Herschel Greenberg/Judy Lawton**

The Adjunct Faculty Advisory Committee met on Tuesday, June 16<sup>th</sup>. It was a question and answer forum and mostly focused on online teaching issues. 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. Herschel reported that he has the list of new AFAC Committee members and he will be setting up a meeting in August to review the AFAC goals and mission statement.

#### **X. FPDC – Linda Chan – No Report**

#### **XI. Insurance Task Force – Sandra Esslinger – No Report**

#### **XII. Governance Committee – No Report**

#### **XIII. PGI Report**

Tamra Horton has been working with faculty and assisting them with their required paperwork. It was reported that HR has been very helpful and working with her to assist faculty in achieving this goal.

#### **XIV. Closed Session – Grievance and Negotiations Report**

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

#### **XV. Old Business – Action Item**

A. 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 item was postponed and will be an action item at the next Executive Board meeting on August 11<sup>th</sup>.

B. 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 August 11<sup>th</sup>.

#### **XVI. New Business – Discussion**

A. LHE for Tamra Horton – Tamra Horton is putting in many hours working with faculty to earn their PGI. This will be an action item at the next Executive Board meeting on August 11<sup>th</sup>.

B. Retreat Planning Committee – This item was postponed and will be a discussion item at the next Executive Board meeting on August 11<sup>th</sup>.

C. Social Justice Issues – In 2016, the FA Representative Council passed a resolution to not support the presence of a Campus Police Department. Students at the last BoT meeting expressed concerns about the Campus Police carrying firearms and that during these times of social injustice, should the FA bring this resolution back and/or possibly strengthen it? This will be an action item at the next Executive Board meeting on August 11<sup>th</sup>.

D. State Budget Update – This item was postponed and will be a discussion item at the next Executive Board meeting on August 11<sup>th</sup>.

#### **XVII. Announcements**

A. Next Executive Board Meeting – The next Executive Board Meeting will be held Tuesday, August 11<sup>th</sup> at 11:00 a.m. via Zoom.

B. FA Executive Board Retreat – The Executive Board Retreat will be held Tuesday, August 18<sup>th</sup>.

#### **XVIII. Adjournment**

The meeting was adjourned at 1:56 p.m.

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