

**Mt. SAC Faculty Association
Executive Board Meeting
November 24, 2020 via Zoom**

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

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 and the addition of New Business item E. FA Committees on FA Website at 11:31 a.m.

II. Approval of Minutes

The minutes of November 10, 2020 were approved as written.

III. President's Report – Joan Sholars

A. FA Representation on Executive Hiring Committees – Joan forwarded Dr. Scroggins' email reply to her request that the FA have representation of at least one FA member on Executive Hiring Committees. In Dr. Scroggins' reply he stated that "the process will include Town Hall interviews with the finalists through which you (faculty) will have an opportunity to pose questions and hear responses" but that is not the same as being involved in the hiring process. It was requested that the Executive Board send emails to Dr. Scroggins and to the BoT members regarding the FA not having representation and to reach out to faculty to also have them send emails. Please encourage faculty to attend the December 16th BoT meeting to voice their concern in this hiring process.

B. Health Issues – Joan shared that as a result of the investigative procedure she had earlier in the month, she will need surgery before the end of the year. All wished her a quick and healthy recovery and offered to help wherever they could.

C. Facilities Committee – Joan forwarded the Facilities Committee report from Dan Lopez and asked Eric Kaljumagi to review and share his insight. Eric said that the proposal is for one large building (it will be the largest on campus) instead of a complex and expressed concerns for earthquake protection because of its size.

D. LA County 10 PM Curfew – There are classes on campus that end at 10:00 and 10:30 PM. LA County has been given a 10 PM curfew by Governor Newsom. Faculty asked what happens if they or their students are pulled over for not adhering to the curfew. It was recommended for faculty and students to carry a copy of their class schedule as proof. Joan will be asking CTA Legal about this issue.

IV. Vice President's Report – Emily Woolery

A. Board of Trustees – The BoT met on November 4. They heard informational reports on State and Federal Advocacy Update, Distance Learning, and Transfer Update. The BoT meets again on December 16. The following candidates won their BoT elections: Manuel Baca (Area 7), Jay Chen (Area 5), and Peter Hidalgo (Area 1).

B. Presidents Advisory Council – Expanded PAC met on November 18. We heard presentations about Guided Pathways, Educational Access, Sustainability, and Completion Breakthroughs. PAC will meet again on November 25.

C. Additional Meetings – Joan and Emily attended the following meetings: • November 2: Monthly Meeting with President, • November 5, 19: Academic Senate Executive Board Meeting • November 19: Weekly Meeting with Human Resources, • November 12: Full Academic Senate, • November 9, 23: Flex Day Joint Task Force Meeting, • November 20: New Faculty Seminar.

V. Treasurer's Report – Linda Chan

Linda Chan reviewed the September 1, 2020 – November 24, 2020 Treasurer's report. She stated that we have not yet received the bank statement that should reflect the Dues and Agency Fees installment but we should receive it soon. Treasurer Chan also stated that we have paid out officer stipends and that she is working with the accountant on the 990's. Treasurer Chan provided a Fall 2019 – Spring 2020 Adjunct Expenditures Report with a breakdown for adjunct attendance expenses for AFAC, Representative Council and E-Board. The total expense was \$9035 out of a \$16,000 budget.

VI. Academic Senate – Chisa Uyeki (written report)

A. Spring Flex – Sara Goldrick-Rab has accepted a firm offer to give the keynote on Flex Day February 19, 2021. She is a nationally renowned speaker and scholar for public education. A few of her accolades include founding the Hope Center, pioneering the Faculty And Students Together (FAST) Fund, and a key force behind the Emergency Aid, Edquity movement. The Spring FLEX 2021 Call for Proposals email went out on October 30, 2020 and is due Monday December 7, 2020. All proposals are welcome, especially those related to student success, student equity, and meeting students' needs - particularly in light of COVID-19.

B. Early Alert – EAB Navigate and Early alert were presented at Cabinet on November 17, 2021. The following faculty have asked to participate in the Navigate discussions on November 30th and December 11th: Lance Heard, Sara Mestas, Dianne Rowley, Melinda Bowen, and Gregory Rader.

C. Otter.ai – Kelly Rivera shared some best practices for Otter.ai and recommended that faculty turn it off during Office Hour meetings with students since all students can hear the discussion.

VII. Adjunct Faculty Advisory Committee – Herschel Greenberg/Judy Lawton

A. AFAC November Meeting – The AFAC met on 11-17-20 from 11:30am – 1pm via Zoom.

B. Organizing Committee – The FA Organizing Committee was formed and Judy Lawton is the co-chair with Robert Piluso.

C. Adjunct Evaluation Team – Based on Joan's request for an adjunct team designed to review other adjunct in ESL, AFAC discussed at length the criteria for finding adjunct to do the evaluations. At this point, we are looking at the following criteria (these were discussed but not finalized). An adjunct evaluator must have the following qualifications: 1) Granted rehire rights; 2) 5+ years teaching at Mt. SAC; 3) 2 or higher on all evaluations; 4) SPOT certification for DL classes only (FOMAR required for all other classes online); 5) Evaluation training. AFAC has additional questions for Joan. For example, how will the group of evaluators be chosen?

D. Hire Dates – HR has released the list of all instructors and their hire date. An email was sent, but has not been released by the moderators. We also have a flier ready to send. The question arose as to why do the moderators take so long to release emails from AFAC.

E. Spring Scheduling – Continue outreach to adjunct and how Spring scheduling is affecting them. We also discussed how to let full timers know what is happening to their adjunct colleagues.

F. Next AFAC Meeting – Our next AFAC meeting is on Dec. 17th via Zoom.

VIII. Closed Session – Grievance and Negotiations Report

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

IX. Old Business – Action Items

A. PGI Coordinator – A motion was made (Alvarez-Galvan), seconded (Piluso) and carried to approve the appointment of Tamra Horton as the PGI Coordinator to the end of Spring 2021 with the assignment of 1 LHE for Winter 2021 and 2 LHE for Spring 2021.

X. New Business – Discussion

A. Class Size MOU from Bill Jones – The Class Size MOU proposal from Bill Jones was discussed. After lengthy dialog, it was recommended that the FA negotiate this through the emergency topic of COVID-19. A motion to suspend the rules (Esslinger) and introduce Bill Jones' class size request for a Side Letter was made (Alvarez-Galvan), seconded (Rivera) and carried.

B. Approval of AFAC – It has been proposed that the FA Executive Board recommend to Representative Council the approval and continuance of AFAC. This will be an action item at the next Executive Board meeting on December 8, 2020.

C. Governance Recommendations – Linda Chan shared the Governance Committee report and stated there are several recommendations as well as questions for the Executive Board. This will be an action item at the next Executive Board meeting on December 8, 2020.

D. Compensation for Rita Page – Rita Page is an adjunct and has spent many hours preparing information for the Negotiation team regarding Article 18. She is the only researcher not being compensated for her contribution. This will be an action item at the next Executive Board meeting on December 8, 2020.

E. FA Website – Add Committees – It has been proposed to update the FA Website with the FA committees and committee members. This will be an action item at the next Executive Board meeting on December 8, 2020.

XI. CCA District J – Luisa Howell

Luisa Howell presented the following CCA District J Report: 1.) Fall Conference, usually CCA's smallest conference, saw an increase in attendance of more than 30%; 2.) President Kaljumagi offered to visit local FA and indicated that he and VP Whabe would be glad to visit if issued an invitation; 3.) Are local presidents interested in having a membership drive that focused on adjunct faculty? (Membership Development Committee Meeting via Zoom will be Friday, January 15 from 11 – 3 a.m.; 4.) Calbright faculty voted to establish an AS and FA. They are now part of CCA. They have 7 full time faculty and no part time faculty, though they do have some independent contractors; 5.) A proposed legislation on Part Time parity is moving forward. We will have 2 sets of lawyers: one from CTA and another from CCA; 6.) A \$5,000 grant proposal from College of the Canyon was approved. They provided their faculty with everything they needed to work online with their computer; 7.) Winter conference will be online, Friday and Saturday, January 29 & 30; 8.) On a loan to a former chapter president that still has more than \$30,000 outstanding, EBoard voted to take him to small claims for the pending payment owed and follow up later to collect remaining debt; 9.) CTA legal is assisting 56 members with new cases this month, including a dismissal case from Gavilan College. The FA of Rancho Santiago CCD and the N. Orange CCCD Faculty Association are listed as two of six chapters receiving CTA Crisis Assistance; 10.) Director Reports: a.) Community Colleges are at various levels of negotiating online teaching for spring 2021; b.) Enrollment is down at all campuses; c.) Part time faculty is very concerned about the impact to them on account of class cancellations; d.) Students are struggling with remote learning.

XII. Other Reports – CTA/SCOne, and FPDC did not report due to lack of time.

XIII. Announcements

A. Next FA Representative Council – The next Representative Council meeting will be held Tuesday, December 1st at 11:30 a.m. via Zoom.

B. Next Executive Board Meeting – The next Executive Board Meeting will be held Tuesday, December 8th at 11:30 a.m. via Zoom.

XIV. Adjournment

The meeting was adjourned at 1:10 p.m.

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