

Mt. SAC Faculty Association
Executive Board Meeting
March 30, 2021 via Zoom

Present: Alvarez-Galvan, Chan, Christ. Esslinger, Greenberg, Heard, Howell, Kaljumagi, Lawton, Piluso, Rivera, Thomas, Uyeki, Ward, Woolery. **Guest:** Robin Devitt, CTA Primary Contact Staff

I. Call to Order and Approval of Agenda

A motion to call the meeting to order was made (Chan), seconded (Howell) and carried. A motion to approve the amended agenda with flexibility was made (Rivera), seconded (Heard) and carried at 11:36 a.m.

II. Approval of Minutes

A motion was made (Chan), seconded (Heard) and carried to approve the revised minutes of March 9, 2021.

III. President's Report – Emily Woolery

A. FA Leadership Transition – Emily informed the EBoard that unfortunately Joan was stepping down from the Faculty Association President position (resigned). Joan contributed significantly to the FA and the affiliate associations, CCA and CTA. Per FA Bylaws, Emily assumed the role of President. With the EBoard's support we will continue to move forward with goals that Joan helped the FA prioritize. To fill the remainder of the VP term would require a special election. A special election would have to occur alongside our current election process and would take until June to complete. **MOTION:** A motion was made (Heard), seconded (Howell) and carried to recommend to the Representative Council to NOT hold a special election to fill the vacant Faculty Association VP position.

B. Negotiations – Emily participated in contract negotiations on March 8 and will attend the next negotiations session on April 5. The COVID-19 workgroup met on March 29. FA members include Sandy Esslinger, Robin Devitt, and Emily. District members include Karelyn Hoover, Sokha Song, and when appropriate, Morris Rodrigue. The workgroup scheduled meetings every other week. We must reschedule our April 12 meeting because FA members have prior commitments.

C. Upcoming Events – Emily announced the upcoming CTA/CCA/NEA Events: 1. CCA Spring Conference (Virtual): April 23 – 25; 2. NEA Annual Meeting and Representative Assembly (Virtual): June 30 – July 3; 3. CTA Presidents Conference (Virtual): July 15 – 18; 4. CTA Summer Institute (Virtual): July 25 – 29

IV. Vice President's Report – No Report

V. Treasurer's Report – Linda Chan

Treasurer Chan reviewed the September 1, 2020 – March 30, 2021 Treasurer's report. Linda also noted that the former FA President is in possession of the FA checkbook and requests that it be turned over to the Treasurer.

VI. Closed Session – Grievance and Negotiations Report

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

VII. Old Business – Action Items

A. Celebration of Adjunct Faculty – This item was postponed and will be an Old Business item at the next FA Executive Board meeting on April 13, 2021.

B. Committee Openings and Appointments – There are several FA committee member openings. A motion to postpone Committee Openings and Appointments to the next Executive Board meeting on April 13,

2021 was made, seconded and carried.

VIII. New Business – Discussion

A. Elections – A motion was made (Kaljumagi), seconded (Rivera) and carried to suspend the rules and consider FA Elections as an action item. Bylaws term changes for VP and Secretary (from 1 year changed to 2 years) are coming forward but have not been approved and new bylaws recommendations are coming from CTA. After discussion, it was concluded that we will follow the current bylaws for this election. Eric Kaljumagi noted that NEA RA representation should be voted 10 months in advance. Eric also noted that Mt. SAC is now a “multi college district” since we are combined with 6 members from Cerritos College. State Council elections will consequently be handled by CTA. The following positions, as per our bylaws, are up for election this year and no action is required: President (2 years; 2021-23); Vice President (1 year; 2021-22); Secretary (1 year; 2021-22); 3 Full-Time Directors (2 year; 2021-23); 1 Part-Time (2 year; 2021-23) • AFAC – Pilot (1 year; 2021-22) •Arts (1) •Business (1) •Humanities / Social Sciences (3) •Learning Resources (1) •Natural Sciences (2) •Noncredit (2) •Student Services / Kinesiology (1) •Technology & Health (1).

B. Lead Negotiator – A motion was made (Kaljumagi), seconded (Rivera) and carried to suspend the rules. A second motion was made (Woolery), seconded (Howell) and carried to appoint Sandra Esslinger as Lead Negotiator. Distribution of LHE is under discussion.

C. 2021 CCA Spring Conference: April 23 – 25 (virtual) – A motion was made (Kaljumagi), seconded (Rivera) and carried to suspend the rules and approve the following delegates as well as allow late additions to represent Mt. SAC at the 2021 CCA Spring Conference: Maya Alvarez Galvan, Linda Chan, Sandy Esslinger, Vicki Greco, Herschel Greenburg, Tamra Horton, Theresa Landeros, Ellen Straw, Liz Ward, and Emily Woolery.

D. 2021 NEA RA Delegates: June 30 – July 2 (virtual) – The 2021 NEA RA will be held virtually from June 30 – July 2. We need to elect next year’s NEA RA Delegates 10 months in advance.

E. Competency Based Education Grant – This item was postponed and will be a New Business item at the next FA Executive Board meeting on April 13, 2021.

F. FA Award to Faculty Dependent – This item was postponed and will be a New Business item at the next FA Executive Board meeting on April 13, 2021.

G. Bylaws and Standing Rules – This item was postponed and will be a New Business item at the next FA Executive Board meeting on April 13, 2021.

IX. Adjournment

The meeting was adjourned at 1:12 p.m.

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

Other Reports – Due to time restraints, the following reports were provided but not reviewed:

X. Academic Senate – Chisa Uyeki

A. Approved Appointments – The following Senate appointments have been approved: PIE Committee, Bruce Nixon (Mental Health), 2021-2023; Lance Heard (Public Safety Programs), 2021-2022; Landry Chaplot (Adult Basic Education), 2021-2022; Bernard Somers (Counseling), 2021-2023; • Sarah Nichols elected Secretary 3/18/2021, term goes to end of Spring semester.

B. Approved Actions – Resolution - In Support of Asian and Asian American Students approved at Senate 3/18/2021; • Mt. SAC Guided Pathways Scale of Adoption Assessment were approved at Senate 3/18/2021 and was submitted to the Chancellor's Office on March 26, 2021; • Freedom of Expression AP/BP 3900 Academic Senate Workgroup Report and Recommendations were approved at Senate 3/18/2021 and will go forward to AMAC. A working group will likely be put together.

C. CSU Ethnic Studies Requirement – AB 1460 (Weber) passed required CSUs include an Ethnic Studies course in their degree requirements. In winter CSUs determined that requirement would be fulfilled by a lower division Ethnic Studies Course. To accommodate this newly required course ADT's were updated. Starting in Fall 2021 the ADT will have a new category, F, where a 3 unit Ethnic Studies course will be required. Because these degrees are capped at 60 units, area D was reduced from 3 required courses to 2 courses. Academic Senate is considering new prefixes for classes that departments want to put forward to meet the area F requirements with a vote expected on April 1st. For a course to be eligible it must meet at minimum of 3 out of the 5 core competencies established by the CSUs • Campus division chairs meetings have included a visit from Senate and Instruction Team members with further information about this development. The Board Study Session on 3.20 also included a presentation from the Senate and Instruction Team members. Additional specifics are included in the Chancellor's Office Notice from 2.12

D. Emergency Grants for Students – Emergency Grants for Students with critical needs continue to be available. If you become aware of a student in need you asked to refer the students using the linked form. To make a referral, you will need to complete the CARES Emergency Grant Referral Form at <https://www.mtsac.edu/financialaid/forms/2021/fa-cares-act-referral-form.pdf>

E. SPOT, FOMA FOMAR and Return to Campus – Planning is in progress for possible a return to campus in fall. If we are able to be mostly back on campus in fall, we will need to return to requiring SPOT certification to teach any distance learning classes. • FOMAR (Fully Online by Mutual Agreement Readiness) is only for when we are teaching under FOMA (Fully Online by Mutual Agreement) under emergency circumstances. • Synchronous online teaching is distance learning. Fully online synchronous or asynchronous, and hybrid all require SPOT certification when we are back on campus. • SPOT was developed to meet the requirements of Title 5 for faculty preparation for online teaching, and is maintained with this in mind. • DL Amendments are required for all courses that has been taught or is going to be taught online between March 2020 and August 2021. FOMA DL Amendments are for classes that are only going to be taught online during emergencies. Regular DL Amendments (which we just call DL Amendments) are for classes that may be taught online anytime. • If we are back on campus en masse in fall 2021 we will only be offering classes online that have approved regular DL Amendments. SPOT (Skills and Pedagogy for Online Teaching) teaches good pedagogy that is applicable to delivering online content, whether fully online and asynchronous, fully online and synchronous, hybrid, or even classroom face-to-face classes with online components. For SPOT certification faculty can submit a synchronous course but it will have to contain enough subject/content delivery asynchronously to stand on its own. Faculty have completed SPOT with synchronous courses in the last year which included enough asynchronous content such as accessible lecture notes, accessible PowerPoint slides, properly captioned videos, discussions that meet the SPOT standards, etc. If there is a class that has been taught online in the last year and you have not completed a DL Amendment you need to do so as soon as possible.

F. Bartleby Homework Help through Mt. SAC Book Rac – Chisa has met with Meghan Chen and we share concerns about paid services available through the bookstore's website. Concerns are being brought

forward to the regional management for Barnes and Nobel. Chisa is hopeful that it will be resolved with no additional action. For context, bartleby is a paid subscription service (students would have to pay monthly to use) that offers the following: • Homework help (including solution guides): Tutors 24/7; Proofreading of papers; Research help; A trove of sample papers (e.g., 500 essays on Gatsby) This service being available from the same source that our textbooks are may make it appear to students that this is a Mt. SAC supported resource and that it is faculty endorsed.

G. Pride Center Advisory Committee 3/1/21 – Planning for student and faculty registration for attendance at the 3rd Annual CCC LGBTQ+ Summit, April 28, 2021 to April 29,2021. Please be in touch with Melinda Bowen or Madison Stute if you are interested in attending or want more information to share with students.

H. PIE Committee (3/1/21; 3/15/21) – Looking for input on working to ensure that PIE is effective, meaningful, and authentic program review process. If you are interested in supporting these efforts by providing input please let me know. There has been a request for faculty who are interested in testing the new interface- if you are interested please be in touch with Michelle Sampat.

I. AMAC 3/5/21 – The following was discussed at 3/5/21 AMAC: **1)** Block Scheduling discussion for lecture courses only. **2)** Disaggregated Data Access (Data Coaching Program). **3)** Tiffany Kuo, Lead Data Coach, wants to be sure that Senate supports the use of class level data by faculty to understand and work to close equity gaps. To improve we need to examine and understand what the data is telling us. Faculty who want to work with their own data will need to go through two modules before getting access to their own data. **a)** Protection in the contract as it states in 18.H.6 “Student achievement results shall not be used in any individual professor’s evaluation.” **b)** All faculty engaging with the data should be aware of the protection in the contract, and agreements about how data is to be used should be shared as well. **c)** We should work towards developing guidelines for data governance. **d)** Chisa will ask Tiffany to provide leadership in establishing our processes and protocols for this with the Data Coaches. Other campuses have done this before us and can likely offer useful models. **e)** Following this AMAC Tiffany and Cathy Stute presented at Senate Exec and they will come to a future Senate meeting to present as well. **4)** Discussed shared enrollment concerns and student need for classes for completion. Next year’s schedule will be greatly different because of the demand for courses that have not been able to meet (for example, Vet Tech, Music, Drama). There was agreement to invest in classes that will support completion- the key here is communication- faculty must communicate with department chairs who must be communicating with deans to ensure that courses that are needed for student completion are being maintained on the schedule. **5)** Provided Ethnic Studies update. **6)** Emergency Funds for students- working to have both unmediated access and faculty referrals. Many students who need the funds think that they do not qualify, so it is important to continue to encourage students to apply. **7)** The budget process for SEAP carryover funds will come through SPEAC and then Senate.

J. Accreditation Steering Committee 3/4/21 – Introduced Barbara Mezaki, new Accreditation Faculty Coordinator. Reviewed first draft of Accreditation timeline for Institutional Self Evaluation Report.

K. BOT 3/10/21 – Message to board- At 1 year anniversary of leaving campus shared: • Appreciation for the faculty innovation and leadership of early adopters to distance learning who made the transition to online possible. • We have supported each other while growing in our expertise and ability to serve students • When faculty develop programs, design courses, engage in pedagogical preparation, and determine the best modality for content- our goal is always to support student success, to ensure that students are engaged, and are learning. We consider how we can best convey the content to meet students learning styles and needs. • We know that there have been misconceptions about the workload related to teaching online, and particularly with asynchronous instruction. It is Chisa’s hope that the myth that teaching online is easier or takes less preparation or time, has been dispelled by teachers at all levels of education over the past year. • Designing courses to meet different modalities is a matter of curriculum and preparation and faculty do this to meet the particular needs of a given course or a specific student population. We may teach the same course in different modalities, but to do so requires can mean rethinking exams and assignments,

reconceptualizing group work, and adjusting the pacing and delivery of content. We know that our students benefit from well-crafted courses, which take planning and preparation. Faculty decision-making in course design and modality is essential. • Just as some faculty prefer teaching face-to-face over online, we know that some students do better in person and strongly desire to return to classes in person. But Chisa is confident that no one wants students, staff, and faculty to be back en masse before the conditions are safe for us to do so.

L. ACCCC – Registration is open for spring Academic Senate for California Community Colleges virtual events. If you are interested in the Senate sponsor your registration at one of the following events please fill out the **Spring 2021 ASCCC Event Interest Form**. To attend you will need to fill out a Conference & Travel form, register yourself, and get reimbursed. (ASCCC is not allowing payment by check as they have in previous years). If it isn't feasible for you to prepay and get reimbursed please let me, Kelly, or Lance know and we can make arrangements for a limited number of registrations to be pre-paid. **2021 Spring Plenary - Virtual Event**, April 15-17, 2021 on Pathable. The theme this spring is "Working Collectively: Transforming and Decolonizing Institutions." Attend impactful breakout sessions, discuss statewide matters, vote on important Resolutions, and connect digitally with faculty across our system. **2021 Faculty Leadership Institute**, June 17-19, 2021, on Pathable. The Faculty Leadership Institute is the cornerstone of the Academic Senate's governance training. Created to assist new senate leaders in navigating the complexity of local governance, the Faculty Leadership Institute brings seasoned leaders together to share tips and tools for new leaders to successfully lead their senate and influence their college policies. **2021 Curriculum Institute Webpage**, July 7 to 9, 2021, on Pathable. This year's theme addresses all aspects of curriculum with the intersections of college constituents through an equity lens from the basics and beyond. General sessions, breakouts, and convenings are intended to be proactive and responsive to the dynamics and realities of our student's educational endeavors while addressing opportunities and challenges in equity-driven systems and the critical time for change.

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

A. Attendance – Judy Lawton, Co-Chair, Herschel Greenberg, Co-Chair, Teresa Landeros, Business, Ellen Straw, Humanities, Roy Virgen, Business, Sandra Padilla, Counseling, Marina McLaughlin, Non-credit, Doug Mullane, Humanities, Linda Chan, ex-officio.

B. AFAC Vote at Rep Council – AFAC discussed Rep Council update regarding the upcoming vote making AFAC permanent rather than a pilot program.

C. Co-Chair Election – AFAC discussed co-chair election and recruiting AFAC members for 2021-2021. Judy is verifying election rules and procedures and will report back to AFAC.

D. Workshop Ideas – AFAC agreed to support Tamra in designing a full day workshop about knowing what is in the contract.

E. Next AFAC Meeting – AFAC's next meeting is Tuesday, April 20th at 11:30 a.m.

XII. CCA District J – Luisa Howell

Luisa Howell provided the following March 12-13 Director J CCA report:1.) **Board Committees met from 2 to 5 p.m.** 2.) **CCA Spring elections:** Available positions: President, Vice President, Women's director, Northern PT Director and District Director positions C-1, C-2, E-2, F-1, G, H-2, I and K. 3.) **Calbright update** – Calbright has a desire to grow to 5000. 4.) **NEA RA CTA State Council Elections** – At-Large Higher Ed State Council Delegate position does not have any candidates. 5.) **Update re loan to former charter president** – Small claims case was filed in in small claims court, in person, in Roseville. The hearing is May 6th. 6. **CTA Board Report** – Community College faculty remain solid members – 50 drops statewide in the last 19 months. Membership stabilized with 11,190 members active as of Feb 2021. (3.78% of CTA's 295K members.) **NEA & CTA dues are increasing for 2021-22.** (NEA +\$2 increase from last year & CTA +\$16 increase from last year.) 7.) **CTA legal** recently sued three school districts for attempting to reopen against California Department of public health mandates and successfully prevented the reopening in all three cases.

8.) **Spring Conference Reminders** - Will be from April 23 to 25. At the conference delegates and non-delegates will be distinguished. Only delegates will be allowed to vote for elected offices. The conference will be virtual and free of charge. 9.) **Legislation & Advocacy Committee** met on March 5, 2021. Reviewed bills and took positions on 60 bills (to see CTA's standing on bills, refer to the CTA website) 10.) **Board Geographical Director Report Summaries**. a.) Butte College – PT faculty deeply affected. Time to renew contract & administration is moving slow. b.) Mondocino College – Doing well, regular bargaining & conversations with the district. No decision yet re: reopening plans for summer or fall. c.) Lassen: ...in financial trouble. d.) College of the Siskiyous – CEO is gone. They have not responded. e. Monterey Peninsula: Doing well. Great work with Academic Senate to create better faculty evaluation process. f.) Merced – Negotiations for 2021–24 contract is off to a good start. Will be completed by fall. g.) No report from Calbright, Gavilan or Hartnell. h.) Rio Hondo College - Voted to endorse Anais Medina for Area 1. i. Barstow College - Still in negotiations. Working on a return to campus. j.) Victor Valley College – District is trying to change non-instructional faculty assignments. CTA legal is looking into it. FA to present District with MOU for reopening soon. k.) Long Beach City College – Another interim superintendent president. Negotiations has begun for Spring 2021. l.) Chaffey College – Beginning to meet with District to start work on summer 2021 & spring 2022 return to campus. m.) Long Beach Chi – Met with District and agreed to continue working on an MOU for fall. n.) Citrus College – College President is on her way out. Negotiations not yet scheduled. Communication is a big issue. o.) Imperial Valley - Working on negotiating benefits for part time teachers. p.) Southwestern Association – SWC received a large member stipend for Covid. Their success was due to part-time stories written to the governing board. q.) Mira Costa College, Part time – Associates receiving \$250 stipend for supplies/internet, etc. and for running classes from their home. r.) Norco, Moreno Valley & Riverside City – Issues with negotiations & grievances. Part time faculty are getting bumped out of class assignments so that full-time faculty can make their load at Norco & Moreno valley. Low enrollment is very widespread. Decreased enrollment district wide. Contract negotiations are conducted in a very collegial, professional and constructive manner. 11.) **Gratuities for CCA Conferences** – The \$7 gratuity on the MES is for hotel staff. All other gratuities are capped at 18%. Meal receipts require two receipts – the credit card receipt & the receipt showing the tip. Received 2- CCA grants. 12.) **Governance committee** – requests that Board members calculate how many hours they work each semester in order to use this data to make an informed decision on whether stipends should be increased. At the April Council there will be a 2nd reading of the proposal to replace the Women's Director and the Racial/Ethnic minority Director with two Diversity & Equity Directors. 13.) **Motion to revise Dependent Care**. To be revised to say "Dependent and Pet Care. (Attendees at CCA Conferences shall be eligible for reimbursement of their actual expenditures for pet care. The total amount reimbursed shall not exceed \$50 per day. Criteria to be met was established.) 14.) **Motions passed include**: a.) to appoint Rick Boone interim District I Director. b.) to postpone to the next meeting the Emergency Assistance Circumstances Criteria. c.) to recommend the CCA Budget 2021-22. d.) to mandate the use of the committee minutes template. e.) to reimburse CCA Conference delegates attendees of virtual CCA Board meetings, and attendees of CCA Committee meetings for means, not to exceed \$40 per day, when meetings exceed three hours' time. f.) to award \$100 gift cards to 2020 & 2021 CCA Award winners (W.H.O., FEDC & Advocacy).