

Mt. SAC Faculty Association Executive Board Meeting

September 14, 2021

11:30-1:00pm via Zoom

Present: Chisa Uyeki, Emily Woolery, Eric Kaljumägi, Herschel Greenberg, Joshua Christ, Judy Lawton, Kelly Rivera, Kristina Allende, Linda Chan, Luisa Howell, Maya Alvarez-Galván, Sandy Esslinger, Tamra Horton, Vicki Greco

I. Call to Order

The meeting was called to order at 11:37am.

II. Approval of Agenda with Flexibility

Motion to approve the agenda with flexibility (Linda), seconded (Maya). The agenda was approved by acclamation.

III. Approval of Minutes of August 31, 2021

Motion to approve the minutes (Linda), seconded (Tamra). Maya provided written grammatical amendments to Vicki. Minutes, with the grammatical corrections, were approved by acclamation.

IV. Reports

A. President- Emily Woolery

1. Faculty Forum - Fall 2021 Return to Campus

- a) Concerns expressed to the FA include: 1.) how to make up for students' absences and the impact on faculty's workload and time, 2.) fairness of final exams if some students in a class are taking it online due to quarantining or other pandemic reasons while others take it in class, and 3.) faculty being directed to act in a policing capacity by having to monitor whether students are in compliance with vaccination/testing requirements. Kelly reported that faculty will get daily notices starting either Friday of this week or Monday of next week of students who are not in compliance with vaccination/testing. Faculty will also have an App that will allow them to look up a student's status if a student disagrees with the list. Maya has heard some people speak on campus about the District allowing the faculty to convert their classes to online. Others have not heard this information. Judy asked about side letter negotiations for winter and spring. Emily stated that she will be demanding to bargain side letter agreements for winter and spring terms. Judy spoke about PCC starting to restrict

classroom capacity by using owl cameras in class so that students rotate attendance in class, e.g., every other class meeting. Some have heard of faculty using seating charts as recommended to help with contact tracing; however, the extent of the practice is unknown. There was a comment about the method of contact tracing being that of only contacting those identified having to been within 6 feet of a student testing positive has resulted in their decision to not implement a seating chart and not taking attendance so that all students registered for their class will get notified by the contact tracers.

2. BoT- September 8

- a) The meeting ran until almost midnight. Multiple public comments were made from faculty and CSEA members. Faculty public comments included mask mandates, complaints from faculty about the District providing a student an accommodation of a mask exemption, side letters not being honored by the District, and the lack of transparency in the reporting of COVID-19 cases on campus, evidenced by the College's failure to update the COVID-19 Dashboard on a weekly basis as was advertised on the dashboard webpage.

3. Written Reports

- a) Please provide written reports by the Friday before the Executive Board meeting. Emily emphasized that it is very helpful to have written reports when reports consist of multiple pieces of information.

B. Vice President- Tamra Horton

1. CSEA at Board of Trustees Meeting

- a) Members of CSEA 262 spoke at the meeting requesting, among other things, that they be allowed to continue to work remotely. Trustees Baca, P. Hidalgo, Chow, and Santos seemed amenable to this request. Tamra proposed that the FA engage in a writing campaign to request that CSEA members be allowed to work remotely.
- b) Sandy suggested that we act to support CSEA members and suggested that a letter be distributed to the faculty for signatures. Tamra will draft a letter and bring it back to the Executive Board at the next meeting on September 28.

2. Salary Placement

- a) As a result of the PGI Project, four faculty, to date, are questioning their placement on the salary scale. Emily and Tamra are working with Human Resources to determine how to proceed in each case. At Emily's request, Lisa Romo is seeking clarification from the Chancellor's Office on language in the Minimum Qualifications for Faculty and Administrators in California Community Colleges handbook.
- 3. FA Forums
 - a) Tamra took copious notes at both FA Forums, including snapshots of Zoom attendees and the chat discussions, and can provide them to the executive board members. Please send her an email if you would like a copy.
- 4. PGI Project
 - a) Tamra would like to start up the PGI project this fall. Maya suggested that we act to approve the continuance of the PGI project. Eric said the rules can be suspended to make it an action item.
- 5. Grievance Committee
 - a) Robin Devitt will be leading training for the Grievance Committee on 9.17.21. The following faculty have been invited to attend: Maria Davis, Luisa Howell, David Mrofka, Donna Necke, and Linda Chan. Robin, Emily, and Tamra met yesterday to prepare for the meeting and to clarify the role of the Grievance Committee.
- 6. Faculty Association Contract Tips Series (FACTS)
 - a) Tamra intends to coordinate monthly workshops as part of the FACTS initiative, unless instructed otherwise. She welcomes topic suggestions. To date, "How to Read Your Paystub" has been suggested as a future workshop, Robin Devitt has offered to provide a workshop for FA Reps regarding their responsibilities, and repeats of the workshops offered in the June series have been requested.
- 7. Membership
 - a) Tamra is currently getting up to speed as to her role regarding Membership. She will be working with Vera Suwantararungsri this week and has received guides from Robin Devitt.
- 8. Contract
 - a) Tamra is proofreading the 2019-2022 Year 2 of 3 Faculty Contract (8.15.21 Draft).

C. Treasurer- Linda Chan

- 1. The [Budget](#) Report from September 1-September 14, 2021 presented.

2. Kelly inquired if there is clarification about the budget line item “membership benefits workshop” of \$500 that was raised at the last Rep Council meeting. Linda stated that the FA’s petty cash fund is \$300.00, which is shown on the bank accounts column of the Budget Report. Eric stated that during J. Galbraith’s FA presidency \$500.00 was approved for the President of the FA to use at their discretion without approval. Linda stated that the auditors are asking her for receipts and evidence of approval of any expense or evidence that funds are allowed to be spent without approval. Kelly requested that the \$500 discretionary fund be placed on the next meeting’s agenda as a discussion item.

V. Closed Session

A. Grievance Report- Tamra Horton

1. Pre-grievance: Tamra is working with an adjunct faculty member regarding evaluations that violated 13.C Peer Classroom Visitation in Distance Learning Courses and/or the “Fall 2020 Evaluations - Signed 9/3/2020” side letter. Emily has offered to attend the member’s fall face-to-face evaluation under the category of “right to representation”. Tamra is also looking into a claim of gender-based discrimination in this case and have consulted Robin Devitt.
2. Pre-grievance: Emily is working with an adjunct faculty member concerned with the way a student complaint was handled.
3. There is a third pre-grievance case involving an adjunct professor at the Mt. SAC Early Academy site.

B. Negotiation Report

1. Emily stated that a negotiation survey needs to go out to the members. Tamra asked if the Lead Negotiator should be involved in creating the survey to which Sandy replied that her opinion is that the Lead Negotiator should be involved because they know the issues that may need carry over from previous negotiations year(s). Luisa questioned whether it may be a conflict of interest if the Lead Negotiator has a say in what is included on the survey. Emily will bring a survey draft to the next eboard meeting and that, at a later time, the Executive Board will consider changing the process to potentially include the Lead Negotiator in the process. Judy asked if it would remain a 2-step process of 1. Solicit items from members and 2. Develop a survey for the members. Emily affirmed it will follow the existing 2-step process.

VI. Old Business – Action Items

- A. Article 18 and DEI Workgroup: Workgroup Appointments

18 faculty responded to the call out, with 12 being full-time and 6 adjuncts. Emily proposed the following appointments: Tiffany Kuo (Arts), Eugene Mahmoud (Natural Sciences), Sonia Ortega (School of Continuing Education), Rita Page (Humanities and Social Sciences), Tony Rivas (Student Services), and April Tellez (Humanities and Social Sciences). Motion to approve the appointments (Eric), seconded (Maya). Emily stated that some factors she considered in selecting faculty to appoint included ethnicity/race, employment status, division/area as well as information gleaned from their written responses. She did not receive interest from all divisions. Kelly commented that it is a strong group being proposed. Emily asked if there are objections to voting by acclamation. No objections were expressed, and the appointments were approved. Emily will share the appointments with the District. Emily Woolery and Dr. Sokha Song, Acting Vice President, Human Resources will serve as co-chairs of the workgroup.

Maya made a motion to extend the meeting by 15 minutes, Eric seconded. Emily asked if there were any objections to extending the meeting. No objections were expressed. The meeting was extended by 15 minutes.

VII. New Business – Discussion Items

- A. FA Website – Update
 - 1. The FA website is down. Emily has been in contact with the individual who had created the website, but no action has been taken yet to rectify the situation.
- B. Puttin' on the Hits
 - 1. In an email to the FA Officers, Joan Sholars and Rondell Schroeder initially requested to co-direct the show. After receiving the email, Emily had a discussion with Rondell and Mark Lowentrout about their idea to have a format other than live, such as on video. They are requesting to use the FA's storage room. A question was asked about the budget amount being requested from the FA. The amount is not known at this time. Eric pointed out that confidential information is kept in the filing cabinets in the storage room. He also shared information about the key that opens the FA office opens the storage room, as well as a separate key exists, which only opens the storage room.
- C. *Open & Public V: A Guide to the Ralph M. Brown Act*, Rev. 2016 – Purchase Proposal
 - 1. Robin recommends that we purchase and share the publication with the Board of Trustees to help the elected Trustees know and understand first-hand their roles and what the Board can and cannot do per the

Brown Act. It has been observed by the FA leadership that Dr. Scroggins tends to communicate to the Trustees the role of the Board and the rules pertaining to its role.

D. AP 37XX Video Conferencing (New)

1. Abe Ali has recently retired, and Sokha Song has been appointed as Acting VP of Human Resources. Sokha stated additional work is occurring with the AP. Emily's understanding is that Abby Wood was appointed to the workgroup and will be contacting Abby.

E. Organizing Report: This item was not addressed due to time constraints and will return as New Business at the September 28, 2021 Executive Board meeting.

F. Competency Based Education Grant: This item was not addressed due to time constraints and will return as New Business at the September 28, 2021 Executive Board meeting.

G. Anti-Racist Pledge: This item was not addressed due to time constraints and will return as New Business at the September 28, 2021 Executive Board meeting.

H. FA Award to Faculty Dependent: This item was not addressed due to time constraints and will return as New Business at the September 28, 2021 Executive Board meeting.

VIII. Other Reports

- A. Academic Senate- No report
- B. Adjunct Faculty Advisory Committee- No report
- C. CCA Director J Report- No report
- D. CTA State Council- No report
- E. CTA Service Center One Council- No report

IX. Announcements

- A. AFAC Meeting: September 21 at 11:30am – 1:00pm
- B. FA Executive Board Meeting: September 28 at 11:30am – 1:00pm
- C. FA Representative Council: October 5 at 11:30am – 1:00pm
- D. CCA Virtual Fall Conference (Virtual): October 15 – 17
- E. FA Membership Campaign: October 24 – 28, time TBD

X. Adjournment

The meeting was adjourned at 1:15pm.