

Faculty Association Executive Board

Meeting Minutes

September 28, 2021

via Zoom

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

Guests: Arleigh Kidd, CTA Consultant/Organizer; Robin Devitt, CTA Liaison

I. Call to Order

The meeting was called to order at 11:33 am.

Approval by consensus to address Agenda Item VIIA. out of order to accommodate the invited guests from CTA.

II. Approval of Agenda with Flexibility

A motion was made to approve the agenda with flexibility (Linda), seconded (Herschel). The agenda was approved with flexibility by acclamation.

III. Approval of Minutes of September 14, 2021

A motion was made to approve with corrections provided by Maya and Linda (Linda), seconded (Maya). The minutes were approved with corrections: 10 in favor, 0 opposed, 2 abstained.

IV. Reports

A. President - Emily Woolery

1. **Return to Campus:** On September 23, 2021 the FA sent President Scroggins a demand to bargain related to Winter 2022 and Spring 2022, including a statement to pause scheduling until we bargain. President Scroggins acknowledged receipt of the demand to bargain. Recent concerns related to Fall 2021 include conducting student office hours on-campus, COVID clearance activities are disruptive to class exams, campus visitor policy creating confusion and inequity in the Library, requests from faculty and staff for the District to provide saliva-based COVID tests. Kristina asked if the College is getting many requests for saliva tests and if the FA will survey faculty's interest in having a saliva test available. Robert asked when the decision to stop scheduling for winter and spring occurred and whether the executive board will be consulted. It was clarified that the demand letter included a request to pause all scheduling for winter and spring. Sandy spoke in support of the demand letter requesting the district to pause scheduling based on the increase in workload that last minute scheduling changes created in summer and in early fall

semester, which impacted department chairs and faculty's schedules. Chisa asked that the demand letter be shared with the executive board. Emily will be placing the letter in the shared meeting folder. Chisa said the Senate is currently in conversations about modality being the purview of faculty.

2. **Probationary Evaluations:** The FA has worked with multiple probationary faculty. The FA and District are considering side letters to extend evaluation deadlines for faculty who started late or have been on extended leave. A professor asked about the impact of a temporary position on the evaluation process. A professor expressed concern about evaluation documents and requested support from the FA.
3. **FA Website and Facebook:** The FA website seems to be fixed and is visible again. The website is a discussion item on the agenda. Emily has taken on maintenance of the FA facebook page.
4. **Other:**
 - a) *a. FA/HR Weekly Meeting – September 16:* At this weekly meeting, we discussed situations involving faculty, which may lead to discipline or grievances. We requested an updated list of accommodation requests and a current list of faculty by teaching assignment, such as teaching location, days, and times. *b. Academic Senate – Full Senate (September 16) and Executive Board (September 23):* Faculty are discussing the process to hire a temporary professor of Ethnic Studies, including the District's decision to create an Ethnic Studies Department, pending hiring/transfer of at least 3 faculty. A proposal to hire a one-year Assistant Outcomes Coordinator was supported by Vice President Fowler and the Senate Executive Board voted to recommend the position to the Full Senate. Over the semester, the Senate Executive Board will read and discuss the ASCCC position paper, *Anti-Racism Education in California Community Colleges*.
 - b) *c. Senate and FA Joint Meeting with Instruction Office – September 17 and 24:* We use this time to discuss current issues with the return to campus. On September 17, much of the discussion concerned the handling of the COVID exposure within the athletics program.
 - c) *d. President's Advisory Council (PAC) – September 22:* FA and Senate pulled BP/AP 3410 Prohibition of Discrimination. PAC has been discussing a smoke and tobacco-free campus and will consider greater enforcement of BP/AP 3565 Smoking on Campus.

B. Vice President - Tamra Horton

1. **Column Placement:** Column placement and crossover review this winter. Emily and Tamra met with Lisa Romo on 9.24.21 to continue a review of faculty who are questioning their column placement. A column placement and crossover review will be piloted this winter. HR will develop a form that explains column placement and status towards column crossover. HR will complete it for each of

the eleven 2020-21 hires. The FA and HR will jointly offer a workshop in winter for those 11 hires. Each will receive an individualized form that demonstrates how they were placed and what it will take for them to cross columns. Feedback will be solicited from those participants. The plan is to schedule regular workshops in winter each year for the hires from the previous academic year.

2. **Faculty Association Contract Tips Series (FACTS):** The first workshop, *FACTS: How to Read Your Pay Stub*, has been scheduled for October 20 at 3:00-4:00pm and October 22 at 9:00-10:00am. Rich Lee, Payroll Director, will present and explain to faculty how to read their pay stub. A Q and A session will follow. Maya mentioned that Rich Lee stated that some aspects involve Human Resources, so they may also be at the presentations.

3. **Membership:** (as of August 2021)

Active in CTA: Full-Time: 410 Part-Time: 511 Total in CTA: 921	Non-Members: Full-Time: 25 Part-Time: 499	Total Non-Members: 524 Total on Payroll: 1,445
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4. **Academic Senate:**

- a) a) A Diversity, Equity, Inclusion, Social Justice, and Anti-racism (DEISA) Coordinator position was proposed by the Senate as per the Racial Justice Task Force Recommendations. AMAC Administrators would not agree to fund the position.
- b) The executive board questioned the reasons given by the administrators at AMAC for not supporting the funding of a DEISA Faculty Coordinator. From discussion at AMAC, administrators' response was that the
 - (1) position should be an institutional-wide coordinator, i.e, a management position, as well as they suggested a review at the College's governance structure as a possible way to fulfill the functions of the position being proposed by the Senate. Much discussion occurred among executive board members and agreement was expressed about the need for the coordinator to be a faculty position to coordinate all aspects of DEISA that fall under academic and professional matters. A recommendation was made that the FA direct the Pilot Study group to consider this item.
- c) b) The Academic Senate Resolution [2021-02 Faculty Primacy on Teaching Modality](#), which states the faculty position that modality of course offerings fall under the 10+1 in Title 5, § 53200, and Mt. San Antonio College Board Policy 3255, and that it is faculty purview to determine, was not accepted at AMAC. Instead there was an

agreement to form a working group to explore this issue further.

5. **Salary and Leaves Committee:** Emily and Tamra met with Kelly Fowler on 9.24.21. The agenda included unnecessary barriers between faculty and PGI/Column Crossover that are being placed by administrators on the Salary and Leaves Committee. Emily and Tamra will continue to monitor this situation.
 6. **SAC.Media:** Joshua Sanchez (jsanchez523@student.mtsac.edu, writeraspiring@gmail.com), the SAC.Media Editor-In Chief, is looking for faculty voices for an article on the return to campus experience. Tamra will be forwarding his email to faculty who have contacted the FA in regards to that.
- C. Treasurer - Linda Chan presented a written report.

Linda presented the budget report for the current month to date. Expenses paid included budget line items of Grievance/Arbitration, FA Officer Stipends, Payroll for FA Office Staff, and Accounting/Auditing Services. Emily informed the board that the expense amount for the Grievance/Arbitration line item will increase, as there are still one or two more bills to be paid this month.

V. **Closed Session**

A. **Grievance Report** - Tamra Horton

1. Pre-grievance: The adjunct faculty member whose evaluations violated 13.C Peer Classroom Visitation in Distance Learning Courses and/or the "Fall 2020 Evaluations - Signed 9/3/2020" side letter has been notified of an impending fall evaluation. Emily has told the member to request the right to representation so that she can attend.
2. Pre-grievance: Robin, Emily, and Tamra are working with an adjunct faculty member who has received a Notice of Involuntary Paid Administrative Leave. A student complaint was handled in a coordinated effort between the division, the Office of Instruction, and HR without regard to the contract and without notifying the FA. Eric cautioned the union to ensure that the contract is honored and enforced when dealing with matters at all sites of instruction, including at the Mt. SAC Early College Academy.

B. **Negotiation Report**

The FA has received acknowledgement from President Scroggins of the demand to bargain letter but no bargaining meetings have been scheduled. Emily inquired about appropriate actions for the FA should the district delay or refuse to meet. Eric replied that the following actions, in order, would be appropriate: 1) To remind Dr. Scroggins of the college's requirement to bargain in good faith, which includes timely negotiations, 2) To communicate with the Board of Trustees and at the Board of Trustees Meetings, and 3) to file a PERB complaint.

VI. **Old Business – Action Items**

A. **FA Website** – Update

The website is now operational and visible. Emily asked if the FA would like to remain with the current website or investigate other options. Eric's opinion is that the website is adequate, although boring, but needs updating with current information. Discussion regarding options for website maintenance, including continuing to contract outside employees or to assign it to a FA Officer(s), such as the Secretary or to a FA Committee, such as the Communications Committee. Eric stated that basic maintenance of the website does not take large amounts of time and involves only basic skills and knowledge; however, performing upgrades to the website would require someone with more specific skills and knowledge. Kelly suggested that if the FA decides to hire additional FA office staff, the duties of routine website updating could be included, such as the updating of FA committee membership, etc. Maya made a motion to hire the previous contracted employee who developed the new website to update the website while the Secretary and others who may maintain it are being trained, seconded (Chisa). Motion passed: 8 in favor, 0 opposed, 0 abstained.

At 1:00pm, a motion was made to extend the meeting by 15 minutes (Maya), seconded (Linda). Consensus was reached to extend the meeting by 15 minutes.

B. **Puttin' on the Hits** - Tabled.

C. **Open & Public V, Rev. 2016 – Purchase Proposal**

A motion was made to approve the purchase of 15 copies of the publication (Maya), seconded (Kelly). Kelly made all aware of a free digital copy available online and provided the link in Zoom chat. Eric raised the issue of monetary limits that elected officials can accept without declaring it. Kelly suggested that we make bound copies of the free digital version. The FA will need to consider copyright laws if we make copies. The intent is to share with them the rules so they are able to refer to the publication rather than consistently rely on Scroggins' verbal explanation of the rules. Motion to table (Tamra). Original motion withdrawn by the motioner (Maya) and the seconder (Kelly). The item is tabled. Linda added that she would like further information on the interpretation of the rules that public meetings cannot be streamed or otherwise made available to the public through technology. She pointed out that holding public meetings during a pandemic that are only accessible to those who attend in person does not seem to meet the requirement of being open and accessible to the public.

D. **AP 37XX Video Conferencing (New)**- Postponed.

VII. **New Business – Discussion Items**

A. **Organizing Report**

1. Membership Campaign - Guest: Arleigh Kidd, Region 3 Organizer

- a) Arleigh Kidd presented information about the upcoming membership campaign that CTA is organizing on October 24-27. The Charter Oak CTA Office is secured for a volunteer training session on Sunday, 9/24/21, at 5:00pm-7:00pm. On Monday through Wednesday, 9/25-9/27, from 8:00am-6:00pm a big pop-up tent will be set up on

campus where CTA Staff and FA members can talk one-on one with Mt. SAC faculty who are non-members. There will also be a need for FA members to make contact with non-members by phone. Currently, there are between 30 and 40 full-time faculty who are non-members. The goals of these activities are to build membership and to build actions to support bargaining by talking to non-members about the wins in recent bargaining, the goals for bargaining in the near future, and how their non-membership impacts the union's bargaining position. One-on-one contact is crucial in campaigning, so the FA needs to recruit volunteers from the membership to be present on campus at the tent and to make phone calls to the non-members whose assignments are off campus. Shortly before the pandemic struck, CTA assisted Rancho Santiago District in organizing a similar organizing campaign that yielded successful results.

A question was raised about whether there would be the option to attend the training virtually to which Arleigh replied that virtual attendance can be arranged. Arleigh stated that this is a very good year for unions to bargain due to the money coming in from the State. In response to a comment about the college administration recently emphasizing that enrollment is down by 20%, Arleigh stated that if there are not salary increases in good financial years like this one, then there will definitely not be any raises during financially troubled years. It was pointed out that Mt. SAC's reserves have been trending at approximately 25%, while the minimum required by law is 5%. Eric stated that the "hold harmless" provision is extended until 2024, meaning a loss in enrollment is not going to detrimentally impact the college's revenue.

Emily requested that each of the executive members find at least one volunteer for this campaign.

B. CSEA 262 Support

Tamra is drafting a statement in support of CSEA Right to work remotely. A motion was made to suspend the rules (Maya), seconded (Linda).

At 1:17pm a motion was made to extend the meeting by 10 minutes (Maya), seconded (Linda). The motion to extend the meeting was approved by consensus.

A motion was made to approve the letter of support with changes and to move it forward to the Representative Council (Maya), seconded (Linda). The motion was approved by acclamation.

C. Competency Based Education Grant - Postponed.

D. Anti-Racist Pledge

Emily requested that the executive board review the NEA Pledge to Grow the Movement of Racial Justice in Education prior to the next meeting.

- E. FA Award to Faculty Dependent:** This item was not addressed due to time constraints and will be returned as New Business at the October 12, 2021 Executive Board meeting.
- F. FA President Budget:** This item was not addressed due to time constraints and will be returned as New Business at the October 12, 2021 Executive Board meeting.
- G. Academic Senate/Faculty Association Joint Task Force on Class Size:** This item was not addressed due to time constraints and will be returned as New Business at the October 12, 2021 Executive Board meeting.
- H. AP/BP 3410 - Prohibition of Discrimination:** This item was not addressed due to time constraints and will be returned as New Business at the October 12, 2021 Executive Board meeting.
- I. Manager Evaluations:** This item was not addressed due to time constraints and will be returned as New Business at the October 12, 2021 Executive Board meeting.

VIII. Appointments- None

IX. Other Reports

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

X. Announcements

- A. A. FA Representative Council: October 5 at 11:30am – 1:00pm
- B. B. CTA/NEA Member Benefits Presentation - CCA: October 7 at 4:00pm - 5:30pm
- C. C. FA Executive Board: October 12 at 11:30am - 1:00 pm
- D. D. CCA Virtual Fall Conference (Virtual): October 15 – 17
- E. E. FA Membership Campaign: October 24 – 27, time TBD

XI. Adjournment

The meeting was adjourned at 1:32pm.

Respectfully submitted,

Vicki Greco