

**Mt. San Antonio College Faculty Association
Executive Board Meeting Minutes**

May 10, 2022

11:30am – 1:00pm via Zoom

Present: Chisa Uyeki, Emily Woolery, Eric Kaljumägi, Herschel Greenberg, Joshua Christ, Judy Lawton, Kelly Rivera, Maya Alvarez-Galván, Sandra Esslinger, Tamra Horton, Vicki Greco

Absent: Kristina Allende, Luisa Howell

I. Call to Order

The meeting was called to order at 11:35am.

II. Approval of Agenda with Flexibility

A motion was made to approve the agenda, seconded, and carried.

III. Approval of Minutes – April 26

A motion was made to approve the minutes from the April 26, 2022 meeting, seconded, and carried.

IV. Reports

A. President - Emily Woolery

1. Membership Campaign

The Community College Association will recognize the Faculty Association at the upcoming conference with two awards. Emily thanked all that have helped with membership efforts during this year.

- Chapter with the Most Full- and Part-Time Faculty Non-Member Conversions to Member
- Chapter with the Most Part-Time Faculty Non-Member Conversions to Member

2. Employee Relations

Faculty have raised questions about department chair elections, commencement absences, employment resignation, department relationships, and food requirements at campus events. Faculty requested Emily's representation at accommodation and investigatory interviews with Human Resources.

3. FA Elections

Phil Wolf, Elections Chair and Vera Suwantarungsi are printing and mailing voting instructions and candidate statements. Phil expects to open voting from May 16 – 26 using the Simply Voting tool.

4. Accreditation

Based on committee appointments, Emily is working on weaving teams with the Budget Committee and President's Advisory Council. Emily has also been part of conversations regarding accreditation expectations of distance learning.

5. Board of Trustees Meeting

Emily asked that the board be prepared to attend the Board of Trustees meetings scheduled on May 11 and June 22.

6. President's Advisory Council

The Expanded President's Advisory Committee (PAC) will meet on May 11.

B. Vice President - Tamra Horton

1. Faculty Association Contract Tips Series (FACTS)

a) FACTS: State of the Union

The first of two State of the Union FACTS workshops was delivered on Monday, April 25, 3:30 – 4:30 p.m. The second was offered on Wednesday, April 27, 6 – 7 p.m. Topics included: FA Welcome and Overview (Emily Woolery) 2022 Faculty Negotiations Priorities Survey (Tamra Horton), The Negotiations Process (Sandy Esslinger), Organizing Efforts (Maya Alvarez-Galván), and Communication (Vicki Greco). Almost 20 faculty attended each workshop.

b) FACTS: Budget Review

Robin Devitt along with the FA provided a follow-up to the State of the Union FACTS workshops, this one focusing more specifically on COLA, the State's budgeting process, and Mt. SAC's budgets previous and current years, with an emphasis on current negotiations efforts. The workshop was offered on Thursday, May 5, 9-10 a.m. and Friday, May 6, 4:30 – 5:30 p.m.

c) FACTS: Preparing for Retirement

Alexis Carter and Rich Lee will provide an overview of the steps faculty take in preparation for retiring from Mt. SAC. It will be held on Monday, May 16, 2 – 3 p.m.

d) FACTS Day

A full day of FACTS workshops is in the planning stages. It will be organized similarly to last year's which was held on Thursday, June 24, 2021 and provided 12 workshops targeting full-time and part-time faculty. This year's date is TBD.

2. CCA Election Committee

Tamra attended training on April 21. Tamra arrived to the CCA Spring Conference on Thursday, April 28, attended training on Friday, April 29, and worked at both the Saturday, April 30 election and the Sunday, May 1 runoff.

3. Ongoing Commitments

- Salary and Leaves Committee
- Faculty Professional Development Council
- Appendix E—Attending meetings to review Appendix E for negotiations.

- Appendix A (PGI)—Attending meetings to review Appendix A (PGI) for negotiations.
- Non-Smoking on Campus Policy Workgroup
- Accreditation Team: IV.C Governing Board
- Salary and Leaves PGI Form/Process Reform Task Force
- Faculty Association Negotiations Team (FANT)

C. Treasurer - Maya Alvarez-Galván

Maya provided a written report of the financial statement. The board had no questions.

V. Closed Session

A. Negotiations Report

Sandy reported that there hasn't been a bargaining session with the District since the recently distributed Negotiations Update. The team is continuing with some of the ongoing items and is meeting with the District on May 13th. There were no questions about reopener negotiations.

The board had some questions about side letter negotiations for the upcoming summer and fall. Vicki asked about the status of side letter negotiations for remote work conditions for non-classroom faculty with online assignments and stated there's an urgency for an agreement because some of the faculty's contract assignments go beyond the end of spring semester and some begin next year's contract assignment in July. Emily responded that President Scroggins seems agreeable to extending the current remote pilot study through summer and said she will communicate this information with the educational administrators overseeing areas with non-classroom faculty assignments. Vicki asked that the communication also go to the faculty in those areas. Judy brought up current news reports that the medical community is predicting that illness, hospitalization, and death rates will increase due to COVID infections during the summer and into the fall season and asked if there is a mechanism to plan in advance for these anticipated health and safety conditions. Chisa suggested that the FA negotiate a side letter agreement that provides for "if-then" scenarios to achieve the goal of having plans developed and known in advance.

B. Grievance Report - No report.

VI. Old Business – Action Items

A. AP738X – Reduced Workload Program

The board was unanimously in favor of the proposed Administrative Procedures for the Reduced Workload Program.

B. Academic Senate Resolution 22-02 - Greater Use of Telecommuting and Digital Processes

A motion was made to support the resolution and support the sharing of it at the May 11th Board of Trustees meeting this week (Sandy) and seconded (Vicki). The motion passed: 8 in favor, 1 opposed.

C. Stoles, ribbons for graduation

The item was not addressed at the May 3rd Rep Council meeting due to time constraints. The budget categories of promotional and social activities allow for the expense. A motion was made to purchase 300 stoles (Vicki) and seconded (Kelly). The motion passed: 8 in favor, 0 opposed.

VII. New Business – Discussion Items

A. June 14 Executive Board Meeting

A decision will be made if a meeting will be held on June 14th following the executive board elections.

B. 2022-2023 Meeting Calendar

Emily shared the proposed meeting schedule for 2022-23. Discussion occurred with suggestions to move Rep council meetings from finals weeks to the week prior and hold eboard meetings during finals weeks, creating the need to identify a different date to hold the adjunct faculty celebration. Emily will make the changes discussed prior to the next executive board meeting.

C. FA Negotiations Team – Successor Negotiations 2022-2025

Emily proposed the negotiations team for the next contract (2022-25). The proposed appointments to the team include Sandra Esslinger (Lead), Tamra Horton as part of the FA Vice President's duties (no additional compensation), Herschel Greenberg (3 LHE), David Mrofka (3 LHE), and CTA Staff Robin Devitt to serve as a resource (no LHE). Team shadows have not yet been identified. Chisa commented on the lack of diversity of the team being proposed and the need for diverse teams. Agreement was expressed by other board members. Emily stated there needs to be diversity of Division representation in addition to protected class representation. A recommendation was made to intentionally encourage members, who would bring diversity to future teams, to attend bargaining training. A motion was made to approve the negotiations team as proposed (Maya) and seconded (Joshua). The motion passed: 7 in favor, 0 opposed, 1 abstention.

A motion was made to extend the meeting by 15 minutes, seconded, and carried.

D. CTA Presidents Conference: July 14 – 17

Eric informed the board that CCA covers all conference and travel expenses, so there is no need for the board to approve funding.

E. CTA Summer Institute: July 24 – 28

There is funding for members to attend. Those who have expressed interest are Tamra Horton, Sandy Esslinger, and David Mrofka. The item will return as Old Business-Action at the next terested. Tamra nominated David Mrofka.

F. FA Resolution 22-XX: Equality in Working Conditions

Vicki presented the drafted resolution which advocates for all faculty to be treated equally by the District with regards to remote working conditions when

conducting online/virtual faculty work assignments. Vicki asked for feedback and suggestions, and Kelly and Sandy offered to assist in editing.

G. FA Celebrations –

1. Newly Tenured and Retirees - May 24 – cancel

Emily suggested that we not hold the event given the short time frame for planning. Discussion about alternate ways to celebrate the individuals. The board agreed that the FA will send a gift box to each individual's home address.

2. Adjunct - Fall 2022

Emily proposed that the adjunct faculty celebration be hosted in the fall semester.

H. Committee Appointment: Accreditation Steering Committee – Beta Meyer: The item was not addressed due to time constraints.

I. CTA Region 3 Leadership Conference: August 26 – 28: The item was not addressed due to time constraints.

J. Recommend member dues remain the same: The item was not addressed due to time constraints.

K. Manager Evaluations: The item was not addressed due to time constraints.

L. FA Bylaws: The item was not addressed due to time constraints.

M. Treasurer – Increase Compensation: The item was not addressed due to time constraints.

VIII. Other Reports

A. Academic Senate: A written report was provided.

B. Adjunct Faculty Advisory Committee: No report.

C. CCA Director J Report: A written report was provided.

D. CTA State Council Report: No report.

E. Organizing Report: A written report was provided.

IX. Announcements

A. Board of Trustees Meeting: May 11 at 5:00pm

B. Executive Board Meeting: May 31 at 11:30am – 1:00pm

C. Representative Council Meeting: June 7 at 11:30am – 1:00pm

X. Adjournment

The meeting adjourned at 1:16pm.

Respectfully Submitted:

Vicki Greco