

Mt. San Antonio College Faculty Association
Executive Board Meeting Minutes

August 30, 2022 | 11:30am – 1:00pm via Zoom

Attendance: Kristina Allende, Tania Anders, Maya Alvarez-Galván, Joshua Christ, Sandra Esslinger, Vicki Greco, Tamra Horton, Eric Kaljumägi, Marina Mclaughlin, Loni Nguyen, John Pellitteri, Tony Rivas, Roger Willis, Emily Woolery

I. Call to Order

The meeting was called to order at 11:30am.

II. Approval of Agenda with Flexibility

A motion was made to approve the [agenda](#) with flexibility (Allende) and seconded (Anders). The motion passed unanimously.

III. Approval of Minutes – May 31

A motion was made to approve the [minutes](#) from May 31, 2022 (Allende) and seconded (Horton). The motion passed: 10 in favor, 0 opposed, 3 abstentions.

IV. Reports

A. President – Emily Woolery

1. Emily welcomed and thanked the members of the executive board for serving as representatives of the Association. Emily included excerpts from the FA Bylaws and Standing Rules pertaining to the duties of the Executive Board at the end of the FA President’s written report.

2. Board of Trustees

Emily reported on some of the actions the Board of Trustees took over the summer:

- a) June 22: The trustees heard information reports: Metrics Update and 2022-23 Tentative Budget Report. They approved multiple MOUs with dual enrollment sites. Action items included the 2022-23 Tentative Budget, one-time contribution to the OPEB trust for 2021-22, and board goals.
- b) July 13: Action items included approval of board policies related to board of trustees, such as decorum and compensation.
- c) August 10: An MOU was approved with CSEA 262 on receiving 2.76% COLA non-compounding, retroactive to July 1, 2022. Agreements were also reached with the confidential employees and management employees for this remaining balance of the 2021-22 COLA.
- d) August 24: The trustees held a special meeting to interview and select a presidential search firm. Four search firms were interviewed. They chose to initiate a contract with PPL Incorporated. PPL Inc. presented a process that includes a diversity component. At this meeting, the

trustees also approved the College's Emergency Conditions Recovery Plan, which is required to receive emergency conditions funding.

3. The President's Advisory Council (PAC)

PAC held meetings over the summer, and its next meeting is September 28, 2022. Emily reported on actions taken by PAC during the summer:

- a) June 22: PAC received a tentative budget presentation. They approved board policies and administrative procedures, and reviewed committee accomplishments
- b) July 13: PAC received updates from campus committees and approved a Purpose and Function statement for a newly created Diversity, Equity, Inclusion, Social Justice, and Anti-Racism (DEISA) Council.
- c) July 27: PAC did not meet due to lack of quorum.
- d) August 10: PAC did not meet due to lack of quorum.
- e) August 24: PAC reviewed and approved updates to AP 3434 Responding to Harassment Based on Sex Under Title IX.

4. Accommodation and Leaves

Faculty requested support with accommodations and leaves due to medical conditions for themselves or family members.

5. Committee Appointments

Emily and Tamra will meet this week to discuss committee appointments to campus and FA committees.

6. Conferences Attended

Emily attended two CTA conferences over the summer:

- a) CTA Presidents Conference: Emily traveled to Burlingame on July 14 – 17. Emily attended the 2nd Year Presidents' Training and workshops on the CTA Organizing Plan and Community College Association
- b) CTA Region 3 Leadership Conference: Emily traveled to Los Angeles on August 26 – 28. Emily attended sessions on the CTA Organizing Plan, influencing school board members, social justice unionism, social media from a legal perspective, and accommodations and leaves.

Eric asked about the tone of budget discussions at the June Board of Trustees meeting. Emily said that the District recognized the budget is healthy; however, the District is now stating it needs to increase the reserve minimum to 17% to meet the new State requirements. Maya suggested that we work with the other unions in negotiating future COLA and other increases. Roger shared information that the District may receive an additional General Fund allocation of \$15 million.

B. Vice President – Tamra Horton

1. Faculty Association Contract Tips Series (FACTS)

A full day of FACTS workshops has been scheduled for September 9th ([flier](#) distributed).

2. Summer Vacay with the FA

The winner of the Summer Vacay with the FA raffle was Grace Kim of ESL ([flier](#) distributed). Ten faculty submitted entries (excluding EBoard members who were ineligible but supported the activity). Several faculty submitted multiple locations which qualified as separate entries. All photos can be found on the [FA website](#).

3. [Faculty Association Out and About](#)

The first activity for Faculty Association Out and About has been submitted by Susan Boulanger from the Theater Department for a production scheduled for October 14 – 16. Kristina Allende has offered to lead that event as Emily and Tamra are at the Fall CCA Conference in San Jose that weekend.

4. [Conferences and Trainings](#)

a) July 24 – 28: Tamra attended the CTA Summer Institute, Fundamental Skills for Bargaining Chairs strand.

b) August 24–28: Tamra attended CTA Region III Leadership Training (including PAC Treasurers Workshop and Chapter Treasurers Workshop).

C. Treasurer – Maya Alvarez-Galván

Last year's audit was completed, and Maya is starting to collect required documents for this year's audit. Worker's compensation insurance has been reinstated. Maya is uncertain about the Association's non-profit status. The previous FA Treasurer had reported that the FA's accountant received confirmation that the Association's tax-exempt status had been reinstated retroactively to January 2021; however, the records Maya has found to date show that the FA does not have tax -exempt status. Maya will follow up on this matter.

Maya presented the [financial statement](#) covering the time period of September 1, 2021 through August 30, 2022. Maya pointed out that Negotiation Expenses are not finalized yet, and the next financial statement will show additional expenses paid in that category. Maya highlighted the Grievance/Arbitration expenses exceeded the budgeted amount of \$25,000. The FA received an arbitration bill last week for \$12,600, bringing the FA's cost to \$30,215.44, which is half of the total cost of arbitration (the District pays half of the total arbitration cost). Maya's report also included a CD account that matured on 8/17/22 automatically rolled over to a new CD term, the need for a line item in QuickBooks for the previous year's negotiations expenses of \$45,027.71 so that the budget can balance, and a note that there is not a current line item for penalty fines and fees so they are included in the line item of Governance.

In response to a question from a board member, Emily confirmed that the expenses were for a single arbitration case. Eric commented that the cost is extremely high and, without knowing the details of the case, asked whether the FA should be using this arbitrator for future arbitration cases.

V. Closed Session

A. [Negotiations Report](#) – Sandra Esslinger

Negotiations for 2021-22 (Year 3 of the 2019-2022 FA Contract) closed on August 17, 2022. Sandy reviewed and explained each Tentative Agreement and answered questions from the executive board.

B. Grievance Report - Tamra Horton

The Executive Board reviewed and discussed the written report.

A motion was made to go out of order to address New Business VII.A. Negotiations and make it an Action Item (Horton) and seconded (Kaljumägi). The motion passed unanimously.

VI. Old Business – Action Items

A. Smoke Free Policy: *The item was not addressed due to insufficient time.*

B. Campus Mascot and Moniker: *The item was not addressed due to insufficient time.*

VII. New Business – Discussion Items

A. Negotiations

1. 2021-22 Ratification

A motion was made to recommend ratification of the Tentative Agreements (Horton) and seconded (Kaljumägi). The Executive Board voted unanimously to recommend ratification to the Representative Council.

2. 2022-23 Sunshine Proposal

A motion was made to recommend the 2022-23 Sunshine Proposal (Kaljumägi) and seconded (Alvarez-Galván). Discussion occurred. A motion was made to strike Article 9- Calendar (Horton), seconded (Greco) and was carried. A vote to approve the amended proposal occurred, with the motion passing: 12 in favor, 0 opposed, 1 abstention.

At 1:00pm, a motion was made to extend the meeting until 1:10pm, seconded, and carried.

A motion was made to address New Business Item VII.C. Academic Calendar Recommendations out of order and to make it an Action Item, seconded, and carried.

3. MOU on Article 18 Pilot: *The item was not addressed due to insufficient time.*

B. Approval of Organizing Expenses: *The item was not addressed due to insufficient time.*

1. T-shirt Purchase

2. T-shirt Tuesday Gift Cards

3. Admissions to the Japanese American National Museum

4. Refreshments for To Kill a Mockingbird Outing

5. Bulletin boards for faculty areas

6. T-shirt Slogan Contest

C. Academic Calendar Recommendations

1. 2023-2024

2. 2024-2025

A motion was made to recommend the [23-24 Academic Calendar Recommendations](#) (Horton), and seconded (Alvarez-Galván). Maya raised concern that the District pressing the FA to approve the College Calendars within a short time frame does not allow sufficient time for the Representative Council to share it with the faculty who they represent. Maya requested that the item be held to the regular business procedures and that action not be taken until the items returns to the subsequent Rep Council meeting. The Executive Board unanimously voted in favor to recommend the proposed 23-24 Academic Calendar with the Calendar Committee's recommendation for calendar option C and to recommend the 2024-25 Academic Calendar Recommendations without a recommendation for a particular calendar option.

- D. Organizing Grant for Fall 2022: *The item was not addressed due to insufficient time.*
 - 1. Approval of Grant
 - 2. Approval of Lead Organizers: Maya Alvarez-Galván and Ellen Straw
- E. FA Bylaws: *The item was not addressed due to insufficient time.*
- F. Manager Evaluations: *The item was not addressed due to insufficient time.*

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 Report: No report.
- E. Organizing Report: A written [report](#) was distributed.

IX. Announcements

- A. Representative Council Meeting: Sept. 6 at 11:30am – 1:00pm
- B. Executive Board Meeting: Sept. 13 at 11:30am – 1:00pm
- C. Board of Trustees Meeting: Sept. 14 at TBA
- D. Adjunct Faculty Advisory Committee Meeting: Sept. 20 at 11:30am – 1:00pm

X. Adjournment

The meeting adjourned at 1:11pm.

Respectfully submitted:
Vicki Greco