

**Mt. San Antonio College Faculty Association**  
**Executive Board Meeting Minutes**  
September 13, 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, Teresa Landeros, Marina Mclaughlin, Loni Nguyen, John Pellitteri, Tony Rivas, Roger Willis, Emily Woolery

I. Call to Order

The meeting was called to order at 11:32am.

II. Approval of Agenda with Flexibility

A motion was made to approve the agenda with flexibility (Anders), seconded (Willis), and was carried.

III. Approval of Minutes – August 30

A motion was made to approve the minutes (Alvarez-Galván) and seconded (Greco). Discussion occurred. Vicki read aloud an amendment to the meeting minutes reflecting a concern expressed by Maya Alvarez-Galván under agenda item VII.C. The minutes were approved with the amendment.

IV. Reports

A. President - Emily Woolery

1. **Work Group on Merged Shells, RSI, and Other**

The work group on merged shells and regular and substantive interaction (RSI) met on September 8. Two faculty appointees expressed concerns that administration is setting the priorities and prioritizing RSI above merged shells. The work group will meet again on September 22.

2. **Work Group on Appendix E**

The work group on Appendix E met on September 12. The group met previously in summer. With support from Human Resources, the work group will review job duties identified by faculty who currently or recently have served in the role. The work group is looking to bring some consistency to these roles, if possible. Any work group recommendations will go to the negotiations team.

Roger asked if the Academic Senate President should be a participant of the Appendix E work group, or, at a minimum, be informed of the work group's recommendations because of the Academic Senate President's role in making appointments to Appendix E positions. The work group's charge is to review the current process and to make recommendations for improvements to the process. The review cycle has been a 3-year rotation and includes the faculty member who currently serves in the Appendix E position to complete the review forms, which is then reviewed by a joint District and FA team that then

informs the negotiation teams. Emily agreed that the Academic Senate President should be informed of the work group's recommendations.

3. **Flex Self-Certification for 2021-2022**

More than 50 faculty missed the deadline to submit their floating flex day self-certification. Missing this deadline can result in the loss of one day of pay. The district agreed to a request to give one final opportunity to faculty. As of September 9, approximately 15 faculty remained on the list. Emily and Tamra both reached out to the district to make sure faculty on leave in 2021-2022 will not suffer a pay deduction. Going forward, the FA needs to act more proactively to ensure that faculty are aware of the self-certification of the floating flex day hours via banner even if spring flex activities were attended through POD.

4. **2021-2022 Contract Negotiations**

- a) Info Forums: Hosted forums were offered on September 12 and 13 to share summaries of tentative agreements and answer questions. Tamra provided summaries that Sandy drafted. Robin Devitt attended both sessions and Herschel Greenberg attended a session. Approximately 25 faculty attended the sessions.
- b) Ratification Vote: The ratification vote is scheduled to occur from September 15 – 25. Phil Wolf is preparing the vote in the Simply Voting platform with support from Shari Wasson. We will send notices via US mail only to faculty who are on leave this year. All other faculty will receive ratification communications of the election process via the FA listserv and direct email to personal email accounts.

5. **Contract Interpretation and Employee Relations**

Faculty requested support and representation with the following matters: 1. Accommodations and leaves, 2. Expectancies of faculty and classified staff, and 3. Assignments and assignment preferences.

6. **Community College Association (CCA) Fall Conference**

Registration for the 2022 CCA Fall Conference is now open. This conference will be held in San Jose on October 14 – 16. Emily Woolery, Tamra Horton, Kenneth Lambright, and Ellen Straw are planning to attend this conference. There is room for additional delegates, but reimbursement requires approval. The hotel booking deadline is September 29, or until the block sells out.

B. Vice President - Tamra Horton

1. **Faculty Association Contract Tips Series (FACTS)**

Tamra provided [attendance information](#) for the FACTS Day workshops on Friday, September 9th.

2. **Faculty Association Out and About**

Tamra distributed a [flier](#) for the first Faculty Association Out and About activity. A second activity for November has been submitted: Repertory Dance Concert 11/4 & 11/5 @8pm, 11/6 @ 2pm. It is asked that a Director on the

executive board volunteer in leading the event, in keeping with efforts to increase opportunities for director engagement.

3. **Conferences and Trainings:** Tamra will be attending the CCA Fall Conference in San Jose on October 13 - 16.

C. Treasurer - Maya Alvarez-Galván

Maya presented the financial statement for September 1, 2022 through today (9/13/22). To date, the FA has paid expenses accrued only during last fiscal year (September 1, 2021 - August 31, 2022). Eric explained that the FA uses a cash balance method of budgeting rather than the accrual method so all expenses are reflected in the fiscal year paid. Maya is proposing that the Dues budget item line for the current fiscal year be reduced from \$140,000 to \$103,000, and she will confirm the exact projected amount prior to bringing the item back to the Executive Board. Maya asked whether the Miscellaneous budget line item should remain. Eric stated that the Miscellaneous line item is convenient for expenditures that do not fit into the other line item categories. A motion was made to keep Miscellaneous as a budget line item for fiscal year 2022-23 with a \$1,000 budget, as approved by the Representative Council in Spring 2022 (Esslinger) and seconded (Kaljumägi). The motion passed.

Three Faculty Association (FA) bank and credit card accounts with Chaffey Federal Credit Union (FCU) need updating so that only the current Faculty Association Officers are listed on any active account. The three accounts are: 1. Savings and Checking Account; 2. Certificate of Deposit (CD) Account; and 3. Credit Card Account. On the Savings and Checking and the CD accounts, the current Faculty Association Officers Tamra Horton, Victoria (Vicki) Greco, and Maya Alvarez-Galván need to be added to the accounts, and the former Faculty Association Officers Joan Sholars, Elizabeth Ward, and Stephen Lancaster need to be removed from the accounts. A motion was made to add Tamra Horton (Vice President), Maya Alvarez-Galván (Treasurer), and Victoria (Vicki) Greco (Secretary) to the Chaffey FCU Checking and Savings and CD accounts, to remove Joan Sholars, Elizabeth Ward, and Stephen Lancaster from both accounts, and to keep FA President Emily Woolery listed on both accounts. The motion was seconded and carried.

The Chaffey FCU credit card account is in the former FA President Joan Sholars' name. A motion was made to cancel the credit card account (Alvarez-Galván), seconded (Anders), and was carried.

V. Closed Session

A. Negotiations Report

The Sunshine list is going forward to the next Board of Trustees meeting, and negotiations will begin during the current semester rather than spring semester.

B. Grievance Report - No report.

## VI. Old Business – Action Items

### A. Smoke Free Policy

Tamra Horton provided history of and amendments to the Smoking on Campus Board Policy (BP 3536) and Administrative Procedures (AP 3536). Associated Students had called for Mt. SAC to be a smoke-free campus, after which a task force was created. Representing the FA, Tamra Horton and Phil Wolf served on the task force that reviewed Board Policy and the corresponding Administrative Procedure. The task force made recommendations to the President's Advisory Council (PAC), where the FA Leadership pulled the item for FA review due to potential impacts on faculty's working conditions. Tamra pointed out concerns with Enforcement of the [proposed amendments to AP 3565](#) which include punitive measures for those in violation of the AP. Discussion revealed a split among the Executive Board between Mt. SAC being a smoke-free campus versus it having enforced designated smoking areas. The Executive Board expressed strong opposition to the proposed language pertaining to disciplinary and punitive measures taken against those found in violation and were not in support of the amended Administrative Procedure without the language being stricken. Tamra and Emily will take the position expressed by the Executive Board back to PAC.

### B. Campus Mascot and Moniker

Kristina Allende will be making a public comment at the Board of Trustees meeting prior to the public session. Manny Baca and Bill Scroggins were both on the task force that is recommending a change of mascot and no change to the moniker. Roger has given the Board of Trustees information that included indigenous student perspectives that both the mascot and moniker are racist. Roger emphasized the recently revised institutional Core Values include unapologetic antiracism should be the guiding principle in decisions about the College's mascot and moniker. The executive board directed Emily to include a statement of support for removal of both the mascot and monitor in the FA report to the Board of Trustees.

## VII. New Business – Discussion Items

### A. Negotiations – MOU – Article 18 Pilot

The faculty evaluation pilot study MOU, originally agreed to in 2021, is not on schedule. An amendment to extend the timeline was proposed, with pilot study evaluation activities beginning in 2023-24, collective bargaining of evaluation procedures postponed until the 2024-25 contract negotiations cycle, and status quo of faculty evaluation procedures through the 2022-25 contract term. A motion was made to approve the extension of timelines for the existing faculty evaluation pilot study MOU (Horton), and seconded (Alvarez-Galván). The motion passed.

A motion was made to extend the meeting by 15 minutes (Alvarez-Galván), and seconded (Greco). The motion passed.

### B. Negotiations Survey

The Negotiations Survey Committee gathered input from the faculty to be included on the survey. The survey will be used to prioritize negotiation items. Eric stated the committee received approximately 100 emails from faculty, which were used to create the survey.

C. Approval of [Organizing Expenses](#)

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, the Emmet Till, and The Outsiders Outings.
5. Bulletin boards for faculty areas
6. T-shirt Slogan Contest
7. Admission for the Cheech marin Center for Chicano Art & Culture of the Riverside Art Museum

A motion was made to suspend the rules (Greco) and seconded (Alvarez-Galván). The motion passed. A motion was made to approve the Organizing expenses for planned events as presented by Organizing Lead Maya Alvarez-Galván (Willis), and seconded (Landeros). The motion passed.

D. [Organizing Grant](#) for Fall 2022

1. Approval of grant: Maya distributed the grant proposal and thanked Eric Kaljumägi, President of CCA, for CCA's support of the grant activities.
2. Approval of Lead Organizers: Maya Alvarez-Galván and Ellen Straw

Maya made a motion to suspend the rules and seconded (Teresa). The motion passed. A motion was made to approve Maya Alvarez-Galván and Ellen Straw as Lead Organizers (Landeros), and seconded (Nguyen). The motion passed.

E. FA Bylaws

Tamra gave an overview of proposed amendments to the Bylaws. The Bylaws with proposed amendments were made available to the board.

F. Manager Evaluations: *The item was not addressed due to insufficient time.*

G. FA President's Discretionary Budget: *The item was not addressed due to insufficient time.*

VIII. Other Reports

- A. Academic Senate: A written [report](#) was distributed.
- 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. Board of Trustees Meeting: Sept. 14 at 6:30pm (public session)

- B. Executive Board Meeting: Sept. 27 at 11:30am – 1:00pm
  - C. Adjunct Faculty Advisory Committee Meeting: Sept. 20 at 11:30am – 1:00pm
  - D. FA Open House for Part-time Faculty, monthly TBA
  - E. Representative Council Meeting: Oct. 4 at 11:30am – 1:00pm
  - F. 2022 CCA Fall Conference: Oct. 14 – 16 at the San Jose Marriott Hotel
    - 1. *Note: Contact Emily Woolery to request approval for reimbursement.*
  - G. Around the World in 80 Days: Oct. 14 – 16, Mt. SAC Theater
    - 1. *Note: Date and time is TBA.*
  - H. The Face of Emmett Till: Oct. 20 at 7:00pm, La Mirada Theatre
  - I. To Kill a Mockingbird: Oct. 30 at 1:00pm, Pantages Theater
  - J. The Japanese American Museum: Nov. 11 at 11:00am
  - K. The Outsiders: Feb. 23, More info will be coming
- X. Adjournment  
The meeting adjourned at 1:16pm.

Respectfully submitted:  
Vicki Greco