

Mt. San Antonio College Faculty Association  
Executive Board Meeting Minutes - Approved  
July 11, 2023 | 11:00am – 1:00pm via Zoom

Attendance: Alvarez-Galván, Christ, Esslinger, Greco, Horton, McLaughlin, Mrofka, Pellitteri, Willis, Woolery

I. Call to Order

President Emily Woolery called the meeting to order when quorum was met at 11:35am.

II. Approval of Agenda with Flexibility

A motion was made to approve the agenda with flexibility (Horton) and seconded (Alvarez-Galván). The agenda was approved with flexibility.

III. Approval of Minutes – June 20

A motion was made to approve the minutes from the June 20, 2023 meeting (Alvarez-Galván) and seconded (Mrofka). The minutes were approved.

IV. Reports

a. President – Emily Woolery

President Emily Woolery gave updates on committees and work groups, representation of faculty, and meeting and conference attendance. A written report was distributed.

i. Committee Attendance: President Woolery reported on her attendance at the President's Advisory Council (PAC) on June 28. The Committee heard an update from the Accreditation Steering Committee, approved first readings of AP 3200 – Accreditation, AP 4230 - Grading Symbols, BP 3200 – Accreditation, and BP 5000 – Student Success, and approved a second reading of AP 3250 – Institutional Planning. PAC is scheduled to meet on July 26.

ii. Workgroups with FA Appointments

1. Appendix E: This workgroup is scheduled to meet on July 17, and we expect to review our individual rankings.
2. Article 18 and DEI: The District has received a grant, which can fund a mentorship program during the pilot to evaluate faculty with DEISAA language.
3. Merged Canvas Shells, RSI, and Other: On June 23 Vice President Fowler shared that work on FERPA compliance and the RSI rubric had concluded. FA review of actions to ensure FERPA compliance is required for faculty to merge course shells in the fall semester. The District has not yet responded to requests to negotiate the impacts of these agreements.
4. Video Recording AP: No update.

iii. Other Meeting Attendance: President Woolery reported on recent meetings, including several with Executive Management, a meeting with the FA Officers, and with FANT. Other meetings included representing faculty in meetings with division deans, the Vice President of Instruction, and the Associate Vice President of Human Resources.

iv. Contract Interpretation and Employee Relations: President Woolery has supported faculty with multiple questions, including:

1. Contract days for 11- and 12-month faculty

2. Resignation process for full-time faculty
  3. Changes to full-time faculty load and assignments
  4. Expectancies for volunteers
  5. Compensation for adjunct faculty elected to governance roles
  6. Student complaints and potential special evaluation
- v. Conference Attendance: President Woolery attended the National Conference on Race and Ethnicity in Higher Education (NCORE) on May 30 – June 4 and is scheduled to attend the CTA Presidents Conference on July 14 – 16.
- b. Vice President – Tamra Horton

Vice President Tamra Horton reported on matters related to grievances and other FA representation (Closed Session) and on the work of committees, task forces, and work groups. A written report was distributed.

- i. Grievances and Other Representation (Closed Session): Vice President Horton reviewed the status of grievances.

The 4-day work week during summer is delaying decisions on grievances and other complaints that are time sensitive and need resolution prior to the fall semester commencing.

FANT reviewed the conflicting language in the contract that is causing problems with department meetings:

1. 10.S.1. Adjunct professors shall be invited to department meetings. Adjunct professors shall have the option to attend in person or remotely.
2. 18.G.9. Organizes and conducts face-to-face monthly department meetings, on average two (2) hours per month.

FANT will not propose language revision during the current negotiations. Chairs who reach out to the FA regarding the conflict are being told that departments can continue to hold their department meetings on Zoom until the District provides the necessary equipment and space for hybrid meetings or a change to the contract language is instituted.

- ii. Work Groups, Task Forces, Committees, and Events

1. Appendix E Task Force: The work of the Appendix E task force is moving slowly. A general rubric was created, and task force members are now evaluating the approximately 40 requests. A meeting is scheduled for July 17th to norm the requests. It appears that some faculty are confusing 10.O. Temporary Reassigned Time for Exceptional Levels of Service to the College and Appendix E: Reassigned Time for Special Assignments.
2. FPDC: The FPDC did not approve changes to its Purpose and Function at its last meeting on June 8th in response to talks with HR and President Scroggins about the role of FPDC in PGI/H and Flex. This impacts negotiations regarding the Salary and Leaves Committee.
3. Faculty Association Contract Tips Series (FACTS): Faculty who are eligible for and have not earned PGI (166) received notice of two PGI workshops scheduled for July 10th, 11 a.m. – 12 p.m. and July 11th, 5-6 p.m. We have determined that there is an approximate 9% participation rate for part-time faculty in the PGH program. To increase participation, the FA will develop and offer a PGH/Column Crossover workshop for part-timers.

4. Summer Vacay with the FA: The FA has received four entries to Summer Vacay with the FA. Photos are posted on msac-fa.org.
  5. Salary and Leaves Committee: The Salary and Leaves Committee has been shifted to HR. Vice President Horton has a meeting scheduled with Harry Nakaoki and Jose Ramirez from HR on July 19<sup>th</sup> to review the processes overseen by the committee.
- c. Treasurer – Maya Alvarez-Galván
- Treasurer Maya Alvarez-Galván reported on the status of the FA's filings for its nonprofit status to be reinstated. Three out of the five tax years' filings have been accepted by the IRS. The fourth year's filing is in-process, and the fifth year's filing was sent back. The application for reinstatement of nonprofit status reflects that it is under review by the IRS. The FA may be required to pay fines for the years that the IRS recorded improper filing of taxes.
- Treasurer Maya Alvarez-Galván distributed the current [financial statement](#). A transfer of 100,000 from the FA's checking account was made into a new 12-month CD account at First Financial Credit Union (FFCU). Expenditures under the line items of *Promotional* and *Office Equipment* are getting close to meeting their budgeted allocations; the expenditures for most other line items are falling well below their approved budget allocations.

V. Closed Session

- a. Negotiations Report – Sandra Esslinger  
The Executive Board discussed the progress of 2022-2025 contract negotiations, including the district's financial offers for 2022-23 and 2023-24 contract years. The Executive Board provided direction to the FANT. The next scheduled collective bargaining session with the district is July 12, 2023.
- b. Grievance Report: Vice President Horton reported on grievances during the Vice President Report (IV.b.).

VI. Old Business – Action Items

- a. Work Group on Article 10 – Workload: *The item was not addressed due to time constraints.*
- b. FA Negotiation Team Appointments: *The item was not addressed due to time constraints.*
- c. Wall-to-Wall Unit Taskforce: *The item was not addressed due to time constraints.*
- d. CCA Fall Conference - Delegate Appointments: *The item was not addressed due to time constraints.*

VII. New Business – Discussion Items

- a. Work Group – CCCCCO Dual Enrollment Goal for 9<sup>th</sup> Grade Students: *The item was not addressed due to time constraint.*
- b. Lunch with a Trustee Proposal: *The item was not addressed due to time constraints.*
- c. World Teacher Appreciation Day for Fall, 2023: *The item was not addressed due to time constraints.*
- d. FA Apparel Availability Options – Discussion: *The item was not addressed due to time constraints.*
- e. FA Committees
  - i. Leadership: *The item was not addressed due to time constraints.*
  - ii. Appointment: *The item was not addressed due to time constraints.*

- f. Organizing Activity Purchase to Meet Dr. Garcia: *The item was not addressed due to time constraints.*
- g. Purchase of Text Blasts for Organizing Purposes: *The item was not addressed due to time constraints.*
- h. CTA Region 3 Leadership Conference – Attendees: *The item was not addressed due to time constraints.*

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: No report.

IX. Announcements

- a. Summer Vacay with the FA '23
- b. Board of Trustees Meeting: July 19, 2023, Time TBA
- c. CTA Summer Institute: July 23-27 @ UCLA
- d. Executive Board Meeting (Summer): August 22, 12-2pm in the FA Office (lunch provided)
- e. Executive Board Meeting (Fall): August 29
- f. Representative Council Meeting (Fall): September 5
- g. FA Welcome Reception for Dr. Garcia: Sept. 14, 11am-1:30pm in Founders Hall
- h. 2023 Region 3 Leadership Conference: Sept. 29-Oct. 1 at the Westin Bonaventure Hotel & Suites, Los Angeles
- i. CCA Fall Conference: October 13-15 at the Hyatt Regency, SFO

X. Adjournment

The meeting adjourned at 1:00pm.

Respectfully submitted,  
Vicki Greco