

Mt. San Antonio College Faculty Association
Executive Board Meeting Minutes - Approved
November 14, 2023 | 11:30am – 1:00pm via Zoom

Attendance: Alvarez-Galván, Anders, Esslinger, Greco, Horton, Kaljumägi, Lancaster, Landeros, Madrid, McLaughlin, Mrofka, Pellitteri, Rivas, Woolery

I. Call to Order

President Emily Woolery called the meeting to order at 11:35am.

II. Approval of Agenda with Flexibility

A motion was made to approve the agenda with flexibility (Mrofka) and seconded (Pellitteri). The agenda was approved.

III. Approval of Minutes

a. October 24 (Special Meeting)

A motion was made to approve the minutes (Pellitteri) and seconded (Alvarez-Galván). The minutes were approved.

b. October 31

A motion was made to approve the minutes (Pellitteri) and seconded (Alvarez-Galván). The minutes were approved.

IV. Guest – Beta Meyer, Accreditation Steering Committee

Beta Meyer, who serves as the FA Appointment on the Accreditation Steering Committee, spoke to the Executive Board about the Core Inquiries relevant to the Faculty Association on which the visiting Accreditation Team identified problems. In its report, the visiting Team summarized its initial findings, listed topics of interest and questions for discussion, requested additional evidence for review, and identified college personnel whom the team has interest in interviewing. Beta informed the Executive Board of the following Core Inquiries:

1. Core Inquiry 1 – Human Resources Evaluation Processes: The Team was concerned that the ISER did not identify the percentage of evaluations that were up-to-date and filed in a timely manner. Findings included 44% of full-time faculty evaluations were behind schedule.
2. Core Inquiry 2 - The team would like to further understand the process for evaluating the college's governance structure to assure integrity and effectiveness and how the process is used for improvement.
3. Core Inquiry 4 - The team would like to further understand how the College ensures regular and substantive interaction between students and instructors in distance education courses.

Beta recommended that the Executive Board be prepared to address items during Winter 2024. Beta suggested that Emily ask Barbara Mezaki if she and Tamra may attend the next Accreditation Steering Committee scheduled on Dec 1 at 10:30am-12:00 pm via Zoom.

V. Reports

a. President – Emily Woolery

President Emily Woolery shared that the Campus Equity and Diversity Committee met on November 6 and is reviewing a draft of the 2023-2026 EEO Plan. Expanded President's Advisory Committee meeting will be held on November 28. A couple of faculty have requested representation for work accommodation requests. Emily stated that when faculty have requested an accommodation that would result in a fully online/remote schedule, the district has not been in favor of granting such accommodations.

b. Vice President – Tamra Horton

Vice President Tamra Horton distributed a [written report](#) and shared information about issues being addressed by committees and work groups on which she serves.

c. Treasurer – Maya Alvarez-Galván

Treasurer Maya Alvarez-Galván presented the current [financial statement](#). Deposits of member dues have not occurred in September or October. Maya was told by CTA that the dues were deposited on November 2; however, the FA has not yet received bank statement for November. Maya is preparing for an audit that is scheduled in January.

VI. Closed Session

a. Negotiations Report

- i. Retro Pay: There have been questions from full-time faculty about what monies were included on the first retroactive paycheck. Among the members of Executive Board, there are reported discrepancies in the increases included in the first disbursement. Additionally, the descriptors of each dollar amount do not clearly identify each payment amount, making it difficult to determine the exact retroactive increases included. Emily will ask the district to provide an explanatory legend of the payments.

b. Grievance Report

The Executive Board was informed on the progress of two grievances.

VII. Old Business – Action Items

a. Pay Increase for FA Office Staff

A motion was made to increase the pay for FA Office Staff, Vera Suwantarungsri, by \$2.41 per hour (10.67% COLA) to equal \$25.02 per hour (Landeros) and seconded (Kaljumägi). Calculations conducted by FA Treasurer Maya Alvarez-Galván confirm that the FA's 2023-2024 budget can sustain the increase. The motion passed.

b. 2025-2026 Academic Calendars

A motion was made to recommend Calendar Option 1 (Horton) and seconded (Lancaster). The difference between Calendar Option 1 and Calendar Option 2 is a one-week earlier fall semester start date on the latter option (August 18). Questions were asked about the proposed dates of Summer Intersession 2026 allowing for flexibility for inclusion in the 2025-2026 and the 2026-2027 fiscal years, as has been the district's preference for the past several years. It was not known if the Calendar Committee had

taken that into consideration. A motion was made to postpone the item (Kaljumägi) and seconded (Pellitteri). The motion to postpone passed.

- c. CCA Winter Conference – Delegates: The item was not addressed due to time constraints.

At 1:00pm a motion was made to extend the meeting by five minutes, seconded, and carried. Using the flexible agenda conditions, New Business Item of Committee Appointments (VIII.c.) was addressed.

VIII. New Business – Discussion Items

- a. 2026-2027, 2027-2028 Academic Calendars - postponed
- b. Campus Safety: The item was not addressed due to time constraints.
- c. Committee Appointments

A motion was made to approve the proposed committee appointments (Pellitteri) and seconded (Horton). The motion passed. The following appointments were approved:

- Expanded PAC - Fall 2023 and Spring 2024
 - o Tony Rivas
 - FPDC Work Group - Professional Development
 - o Cristina Hernandez
- d. FA Accounting Firm: The item was not addressed due to time constraints.

IX. Other Reports

- a. Academic Senate: No report.
- b. Adjunct Faculty Advisory Committee: A [written report](#) was distributed.
- c. CCA District M Director: No report.
- d. CTA State Council: No report.
- e. Organizing: No report.

X. Announcements

- a. Executive Board Meeting: Nov. 28 at 11:30am-1:00pm via Zoom
- b. FA Cultural Event: El Último Sueño de Frida y Diego, LA Opera, Sunday Nov. 26 @ 2:00pm
- c. Expanded PAC Meeting: Nov. 28 @ 3:00pm-5:00pm in Founders Hall
- d. Representative Council Meeting: Dec. 5 at 11:30am-1:00pm via Zoom
- e. Coffee with FA Leaders: Dec. 11 – Dec. 14 (Finals Week)
- f. Board of Trustees Meeting: Dec. 13, Time TBA
- g. CCA Winter Conference: Feb. 2-4, 2024 at the Sheraton Universal, Universal City

XI. Adjournment

The meeting adjourned at 1:03pm.

Respectfully submitted,
Vicki Greco