

Mt. San Antonio College Faculty Association  
Executive Board Meeting Minutes - Approved  
November 28, 2023 | 11:30am – 1:00pm via Zoom

Attendance: Alvarez-Galván, Christ, Greco, Horton, Lancaster, Landeros, Madrid, McLaughlin, Mrofka, Nguyen, Rivas

I. Call to Order

Vice President Tamra Horton called the meeting to order at 11:33am.

II. Approval of Agenda with Flexibility

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

III. Approval of Minutes – November 14

A motion was made to approve the November 14 meeting minutes (Alvarez-Galván) and seconded (Rivas). The minutes were approved.

IV. Reports

a. President

President Emily Woolery had distributed a [written report](#) via the shared meeting folder, and Vice President Tamra Horton presented the report in Emily's absence.

b. Vice President – No report.

c. Treasurer

Treasurer Maya Alvarez-Galván distributed and presented the current [financial statement](#).

V. Closed Session

a. Negotiations Report

Director and Faculty Association Negotiations Team (FANT) Member Dave Mrofka reported that the Department Chair Work Group anticipates completing its work by the end of the fall semester. The other work groups are also in progress on their work.

b. Grievance Report - Tamra Horton

Vice President Tamra Horton distributed and presented a written report. The Executive Board was informed on the progress of several grievances and questions were addressed. Discussion occurred regarding initial salary placement and noncredit faculty workload.

VI. Old Business – Action Items

a. 2025-2026 Academic Calendars

A motion was made to recommend the 2025-2026 Academic Calendar Option 1 (Christ) and seconded (Greco). No discussion. The motion passed.

b. CCA Winter Conference Attendance

A motion was made to approve (Landeros) and seconded (Nguyen). The motion passed. The following individuals were approved: Ann Walker, Tim Engle, Ellen Straw, Lauren Greenberg, Judith Lawton, Dana Johnson, Kelly Coreas, Renu Katoch, Zina McFarlin-Stagg, Hong Guo, P. Gayle Harris Watkins, Stacy Bradshaw, and Teresa Landeros.

Based on current membership, Joshua Christ stated our local chapter may have up to 21 delegate spots, and he suggested that CTA be consulted to confirm the actual number.

#### VII. New Business – Discussion Items

A motion was made to group New Business Items f., g., and i. (Alvarez-Galván) and seconded (Lancaster). The motion passed to group the items.

- aa. Grouped Items: CTA Issues Conference Attendance, CTA New Educator Weekend Conference Attendance, CTA/NEA Retiree Issues Conference Attendance

A motion was made to suspend the rules to take action at today's meeting (Alvarez-Galván) and seconded (Nguyen). The motion passed. A motion was made to approve the individuals for conference and travel attendance and reimbursement (Alvarez-Galván) and seconded (Nguyen). The following individuals were approved: Loni Nguyen – CTA Issues Conference; Kevin Liu – CTA New Educator Weekend South; Tamra Horton – CTA/NEA Retiree Issues Conference.

Discussion occurred about requesting reports from conference attendees. Reports have not been stated as a condition for conference approval and reimbursement. It was suggested the topic return for discussion at a future meeting.

- a. 2026-2027, 2027-2028 Academic Calendars: The item was postponed.
- b. Campus Safety

President Emily Woolery and Vice President Tamra Horton attended a meeting with Shannon Carter, Associate Vice President of Administrative Services and Duetta Wasson, Director of Safety and Risk Management. During the meeting, it was expressed that the district's expectation is that faculty would participate in self-defense and other safety-related trainings without compensation. The district is discussing the hiring of additional safety and/or police officer positions and new management positions and installing cameras in parking lots and other areas across campus. The district's plans and decisions are not a result of collaboration with, nor negotiation with, the Faculty Association. The Executive Board is asked to review [Article 27](#) of the Faculty Contract, the FA's [Resolution of Concern Regarding a Campus Police Department- 2016](#), and the [committees](#) with safety-related purposes and functions and that include FA-appointed membership in preparation for discussion about the FA's role in decisions related to safety and safety-related items that are subject to negotiation.

- c. FA Accounting Firm

Treasurer Maya Alvarez-Galván introduced the item and spoke about some of the problems with the current accounting firm, namely that the firm did not effectively assist the Association in resolving the tax-exempt status problem with the IRS. However, the accounting firm has recently demonstrated adequate responsiveness to the FA, now that the tax-exempt status issue has been resolved. Maya is seeking direction from the Executive Board on whether to retain the current accounting firm. The item will return as action at the next meeting.

- d. Accreditation Core Inquiries

Vice President Horton introduced the item and asked the Executive Board to consider if there are Core Inquiries for the FA to address and if there are issues for the FA Leadership to discuss with the visiting team. The item will return as action at the next meeting.

- e. Executive Board Meeting in Winter Intersession

The Executive Board was asked to consider the scheduling of two Executive Board

Meetings during the winter intersession on January 16 and February 13 or to propose alternate dates at the next meeting.

- f. CTA Issues Conference Attendance  
The item was grouped and addressed under Agenda Item VII.aa.
- g. CTA New Educator Weekend Conference Attendance  
The item was grouped and addressed under Agenda Item VII.aa.
- h. Administrative Decisions/Actions and Workload Conditions  
Director Loni Nguyen proposed an idea to survey faculty during Coffee with the FA Event. The written survey would consist of two yes/no questions to elicit information on which Loni would follow up during the winter intersession. Discussion occurred, which included concerns expressed about many of the volunteers for the coffee event are not Executive Board Members so they would not have the information and ability to respond to the FA Members' concerns pertaining to the matter. Tamra polled the Executive Board and most members responded in support of asking two yes/no questions of FA Members who participate in the Coffee with the FA Event.
- i. CTA/NEA Retiree Issues Conference Attendance  
The item was grouped and addressed under Agenda Item VII.aa.

#### VIII. Other Reports

- a. Academic Senate: No report.
- b. Adjunct Faculty Advisory Committee: No report.
- c. CCA District M Director: No report.
- d. CTA State Council: No report.
- e. Organizing: No report.

#### IX. Announcements

- a. Expanded PAC Meeting: Nov. 28 @ 3:00pm-5:00pm in Founders Hall
- b. Representative Council Meeting: Dec. 5 @ 11:30am-1:00pm via Zoom
- c. Executive Board end of semester dinner: Dec. 8 @ 6:00pm
- d. Coffee with the FA: Dec. 11 – Dec. 14 (Finals Week)
- e. Executive Board Meeting: Dec. 12 @ 11:30am-1:00pm via Zoom
- f. Board of Trustees Meeting: Dec. 13, Time TBA
- g. CCA Winter Conference: Feb. 2-4, 2024, Westin Bonaventure Hotel, Los Angeles
- h. CTA/NEA Retired Issues Conference: Feb. 29-Mar.1, Westin Bonaventure Hotel, Los Angeles

#### X. Adjournment

The meeting adjourned at 1:00pm.

Respectfully submitted,

Vicki Greco