

Mt. San Antonio College Faculty Association
Executive Board Meeting Minutes - Approved
February 13, 2024 | 11:30am – 1:00pm via Zoom

Attendance: Alvarez-Galván, Christ, Esslinger, Greco, Horton, Kaljumägi, Lancaster, Landeros, McLaughlin, Nguyen, 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, seconded, and carried.

III. Approval of Minutes – January 16

A motion was made to approve the minutes from the January 16, 2024 meeting, seconded, and carried.

IV. Reports

a. President – Emily Woolery

i. Committee Attendance

1. Budget Committee: The Budget Committee is scheduled to meet on March 13.
2. Campus Equity and Diversity Committee (CEDC): CEDC is scheduled to meet next on March 4.
3. Competency-Based Education (CBE): According to the January 16 President's Cabinet Action Notes, the Chancellor's Office approved submitting Mt. SAC's CBE program to the U.S. Department of Education. President Woolery has requested an update from Professor Mike Hood, CBE Faculty Lead.
4. President's Advisory Council (PAC): PAC met on January 17 and February 7. Reports were given by multiple campus committees and multiple board policies and administrative procedures were approved for first readings. Some issues discussed include shared governance, process of revision of administrative procedures, accreditation inquiries, and college vision, mission, and goals.

ii. FACCC Legislative Panel

President Woolery has been collaborating with Andrew Aleman, Region D Governor with the Faculty Association of California Community Colleges (FACCC) to host a FACCC Legislative Panel. Assemblymember Mike Fong has committed to attending. The event is planned from 12:00-2:00 PM in Founders Hall. President Woolery will confirm the date. Andrew is aiming for 65 attendees. Please plan to attend this event and bring your colleagues, too.

iii. Contract Interpretation and Employee Relations

Faculty have raised many questions, including:

- Adjunct evaluation
- Adjunct assignments
 - o Cancellation of assignments (10.D.1)
 - o Rehire rights list (10.R)
 - o Classified employees as adjunct professors (10.R.2.a)
 - o Status quo assignment (10.R.4)
- Appendix E – LHE for recent agreements

- Lab parity
 - SPOT certification stipend and increase
 - Safety during the storm
 - Catastrophic leave
 - Parental leave
 - FMLA leave
 - Compensation errors
 - o Errors in column and step placement
 - o Errors in load
- iv. Other Meeting Attendance
- Monthly Meeting with President Garcia
 - Constituent Agenda Review
 - Weekly Meetings with Human Resources
 - Meetings about academic calendar process
 - Service Center One Presidents Meeting and Luncheon
 - FA/OI meeting with HSS guests
 - Level One Grievance Meetings (two grievances)
 - Level Two Grievance Meetings (two grievances)
 - Meeting with PDC about conference and travel
 - Meeting with HR about adjunct rehire rights list
 - Meeting with VPAS about conference and travel
 - CCA Policy Committee Meeting
- b. Vice President – Tamra Horton
- i. Transitioning/Prioritizing
- Vice President Horton met with officers on 1/23/24 to establish priorities for transitioning from one VP to another. Items on today’s agenda (Revision to Standing Rules Grievance Committee, Chrome River Survey, PGI/H Coordinator, Committee membership) are a reflection of those discussions.
- ii. Work Groups, Task Forces, Committees, and Events
1. FPDC: The President Woolery and Vice President Horton met with PDC leadership on 1/24/24 about a transfer of \$20,000 from faculty Conference and Travel funding to CSEA. President Woolery and Vice President Horton will be discussing the matter with the FANT.
 2. Salary and Leaves Committee: Six sabbatical recommendations for 2024-25 are on the Board of Trustees agenda for 2/14/24.
 3. Vice President Horton met with Alexis Carter on 1/30/24 and 2/20/24 to revise and improve the Professional Growth Increment (PGI) and Column Crossover forms.
 4. Vice President Horton continues to provide PGI and Column Crossover consultations.
- iii. Appendix E
- President Woolery and Vice President Horton have spoken with Dr. Garcia twice concerning the Appendix E positions. The VPI’s office is ready to draft the letter to be sent this year. President Woolery and Vice President Horton are reluctant to participate in the dissemination of a letter if there is no commitment to adding positions to Appendix E.
- iv. Shared Governance
- Vice President Horton has been serving on the Shared Governance

Handbook Work Group and the AP 3255 revision subgroup. Currently, Vice President Horton is compiling references from the contract that reflect the FA roles in the shared government process.

c. Treasurer – Maya Alvarez-Galván

Treasurer Maya Alvarez-Galván shared the current financial statement, which reflected having received two deposits from member dues, almost half of the \$20,000 Social Activities Budget has been spent, and conference expenditures are at \$7,000 of the \$20,000 budgeted.

V. Closed Session

a. Negotiations Report – Sandra Esslinger

Lead Negotiator Sandra Esslinger reported on the two negotiations meetings that were held this winter. A written update will be distributed to the unit members.

b. Grievance Report – Tamra Horton

Vice President Tamra Horton informed the Executive Board of current grievances.

VI. Old Business – Action Items

a. NEA Representative Assembly July 2024 (Philadelphia, PA) - Approval of attendance and travel reimbursement

A motion was made to approve travel and conference reimbursement costs for the NEA Representatives to attend the NEA Representative Assembly in July 2024 (Nguyen) and seconded (Pellitteri). The motion passed. The following faculty were approved: Maya Alvarez-Galván, Joshua Christ, Eric Kaljumägi, Anna McKennon, and Ellen Straw.

b. NEA Representative Assembly July 2025 (Portland, Oregon) - Approval of attendance and travel reimbursement

A motion was made to approve travel and conference reimbursement costs for up to six (6) elected NEA Representatives to attend the NEA Representative Assembly in July 2025 (Pellitteri) and seconded (Landeros). The motion passed.

c. Per Diem Rate for Meal Reimbursement

A motion was made to limit the reimbursable costs for each meal: 25% of the CTA per diem rate for breakfast, 25% of the CTA per diem rate for lunch, and 50% of the CTA per diem rate for dinner. The motion was seconded and failed.

d. Survey Responses – Loni Nguyen

Director Loni Nguyen will be working with Lead Negotiator Sandra Esslinger in determining how to address concerns raised by faculty.

e. “Coffee from the FA” Volunteer Request for Spring Semester

f. Increase 2023-24 Conference & Travel Budget from \$20,000 to \$30,000

A motion was made to recommend an increase of \$10,000 to the Conference and Travel Budget (Alvarez-Galván) and seconded (Lancaster). The motion passed.

VII. New Business – Discussion Items

a. 2026-2027, 2027-2028 Academic Calendars

President Woolery reported that she and the FA Calendar Committee met with several administrators to discuss past practices for the calendar development. President Woolery will bring the item back to the Executive Board once she receives calendar proposals from the Calendar Committee.

b. FA Elections Timeline

President Woolery introduced the item and will bring it back for action at the next meeting.

c. 2024-2025 Meeting Schedule and Location

President Woolery asked that the Executive Board Members consider meeting modality preferences for 2024-2025 to discuss at the next meeting.

d. Request for Conference Reports from Conference Attendees

Joshua Christ suggested that the FA consider adopting a requirement that conference attendees submit a written report prior to being issued reimbursement for conference costs, similar to CCA's practice. Eric Kaljumägi shared that the FA Executive Board had voted to cease the past practice of requiring written conference reports prior to issuing conference and travel reimbursement, as the faculty did not want to submit such reports. Joshua will bring CCA Standing Rules for a discussion with Emily.

At 1:00pm, a motion was made to extend the meeting by 15 minutes, seconded, and carried.

e. Grievance Committee – Proposed Revision to Standing Rules

Vice President Horton introduced a proposed revision to the functions of the Grievance Committee in the FA's Standing Rules.

f. Chrome River Survey

Vice President Horton introduced the item and distributed a draft survey.

g. PGI/H Coordinator

Vice President Horton introduced a proposal for a FA position of Professional Growth Increment/Hours (PGI/H) Coordinator.

A motion was made to combine New Business Items of Committee Appointments, FANT Appointments, and Organizer Appointment (VII.h., i., an j.), seconded, and carried.

h. Committee Appointments: The item was grouped with items VII.i. and VII. j.

i. FANT Appointments: The item was grouped with items VII.h. and VII.j.

j. Organizer Appointment: The item was grouped with items VII.h. and VII.i.

A motion was made to suspend the rules and take action at today's meeting on the combined New Business Items (h., i., j.) (Alvarez-Galván) and seconded (Pellitteri). The motion passed.

A motion was made to approve the appointments to committees, FANT, and Organizing Chair (Pellitteri) and seconded (Landeros). The motion passed.

The following committee appointments were approved:

- President's Advisory Council: Tamra Horton (2023-2026)
- FA Governance Committee: Marina McLaughlin (2023-2026)

The following FANT appointments were approved:

- FA Negotiations Team Shadow: Joshua Christ
 - o Term: Spring 2024
 - o Compensation: 3 LHE
- FA Negotiations Team Resources: John Geiger and P. Gayle Harris Watkins
 - o Term: Spring 2024
 - o Compensation: Hourly at the non-teaching rate

The following appointment was approved:

- FA Organizer: Loni Nguyen
 - o Term: Spring 2024
 - o Compensation: 3 LHE

k. NEA Higher Education Conference Attendance

P. Gayle Garris Watkins is requesting approval for attendance and travel

reimbursement for the NEA Higher Education Conference being held in Atlanta, GA during March 14-17, 2024. The estimated cost is \$2378.00. A motion was made to suspend the rules to take action on the item, seconded, and carried. A motion was made to approve the request for reimbursement, seconded, and carried.

I. AFAC Co-Chair Compensation

AFAC Co-Chair Teresa Landeros stated that she and Co-Chair Marina McLaughlin had been under the impression that the approval of AFAC Co-Chair Compensation beyond meeting attendance by the FA Executive Board in spring 2023 was an approval of ongoing compensation rather than one-time. The AFAC Co-Chairs are requesting compensation for six (6) hours each for fall and spring semesters (total of 12 hours each annually) for work related to the role of Co-Chair, including such tasks as reviewing documents, checking email, preparing agendas, composing minutes, and meeting with adjunct members regarding working conditions issues. Teresa stated that she would like the item considered for action today. Maya spoke against a suspension of the rules and requested that a written proposal be presented to the Executive Board at the next meeting. Tamra offered to assist Teresa and Marina with drafting a written proposal if they request her assistance. The item will return to the next meeting.

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. Board of Trustees Meeting: Feb. 14, Time TBA
- b. Executive Board Meeting: Feb. 27 @ 11:30am-1:00pm via Zoom
- c. CTA/NEA Retired Issues Conference: Feb. 29-Mar.1, Westin Bonaventure Hotel, Los Angeles
- d. FA Representative Council Meeting: Mar. 5 @ 11:30am-1:00pm
- e. Celebrate Your Union Day: March 19, Time & Location TBD
- f. CCA Spring Conference & WHO Awards: April 26-28, Hilton Orange County/Costa Mesa
- g. Faculty Appreciation: May 8, Time & Location TBD
- h. Retirement/Tenure Tea: May 21 @ 11am-1:30pm

X. Adjournment

The meeting adjourned at 1:16pm.

Respectfully submitted,

Vicki Greco