

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

I. Call to Order

President Emily Woolery called the meeting to order at 11:34am.

II. Approval of Agenda with Flexibility

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

III. Approval of Minutes – March 26

A motion was made to approve the March 26, 2024 meeting minutes (Nguyen) and seconded. The minutes were approved.

IV. Reports

a. President – Emily Woolery

President Emily Woolery presented and distributed a [written report](#). At President's Advisory Council (PAC), the issue of whether to continue providing full access to Microsoft 365 to part-time employees, including adjunct faculty, was raised due to increasing costs. The executive board expressed concerns about adjunct faculty not having the same access to technology as full-time faculty to perform their work. Assemblymember Fong canceled his attendance at the FACCC Roundtable on April 19 and has rescheduled for September 6, 2024. An executive board member expressed a concern about the date being too soon after the start of the fall semester and suggested that it be postponed one or two weeks. Emily will check about Mike Fong's availability for a later date. FACCC has offered to host an advocacy day with updates on proposed legislative bills on April 19. Sandy Esslinger stated her support for advocacy training on the April 19. Emily will tentatively commit to the April 19 event with advocacy training and cancel if the RSVP numbers decrease.

b. Vice President – Tamra Horton

Vice President Tamra Horton presented and distributed a [written report](#). The Salary & Leaves Committee has been able to carry out its purpose and functions more efficiently under Human Resources. Sabbatical orientations have been scheduled on May 22 and May 24. The Shared Governance Handbook workgroup is doubling its meeting days in attempt to get the handbook completed. The RSI workgroup has completed its meetings and the [recommendations](#) are going to the Academic Senate this week. The focus of the Shared Governance Handbook is the process structure for carrying out college processes, including the review of Administrative Procedures and Board Policies and the College's decision-making. This spring, FACTS workshops are being held on student loan forgiveness, reduced workload program with full retirement credit, and understanding Medicare choices in retirement.

c. Treasurer – Maya Alvarez-Galván

Treasurer Maya Alvarez-Galván presented and distributed the current [financial statement](#). Maya noted that the Accounting and Auditing Expenses has exceeded \$7,000 so the recent approval of the \$3,000 increase allows the FA to operate within an

approved budget. Maya is working to resolve some remaining outstanding checks issued by the FA. The IRS is charging the FA \$912.00 penalty due to the 2022-2023 taxes being filed late. The accounting firm had informed Maya that they had filed an extension prior to the deadline; however, the IRS stated it has no record of it. Maya is awaiting evidence from the accounting firm that an extension was filed. The accounting firm has stated verbally that they will cover the penalty if it does not get reversed. Vice President Horton asked if Maya continues to have reservations about remaining with the firm. Maya replied that the firm has been providing good service since the resolution of the tax-exempt issue, but there seems to be a problem with their handling of this year's tax filing. Director Eric Kaljumägi stated that, following the questions at the last Rep Council meeting regarding the FA's proposed annual budgets being set at amounts that far exceed the annual income, he encourages our budget committee to consider proposing line-item budgets that are more in alignment with the FA's typical spending. Maya presented some preliminary data from the years 2020 to 2023. During those years, expenses exceeded the annual income, although the total amount budgeted for each year was much higher than the annual expenses. Eric suggested that the budget committee consider tighter budget proposals based on annual income and expense history. Maya recommended that the budget committee begin on the consideration next year with the incoming treasurer.

V. Closed Session

a. Negotiations Report – Sandra Esslinger

The executive board discussed its concerns about the district's proposals' aims to increase our workload, reduce our compensation, and undermine our roles as academic professionals and discipline experts.

b. Grievance Report: No report.

VI. Old Business – Action Items

a. Employee Wellness Committee Membership

No motion was made. Emily will respond to President's Advisory Council (PAC) that the FA does not accept the recommendation from the Employee Wellness Committee.

VII. New Business – Discussion Items

a. Committee Appointment(s)

A motion was made to suspend the rules to make the appointments to the Salary & Leaves and the FA Governance Committees action items (Alvarez-Galván) and seconded (Pellitteri). The motion to suspend the rules passed. A motion was made to appoint Joshua Christ to the Salary & Leaves Committee and Kristina Allende to the FA Governance Committee (Alvarez-Galván) and seconded (Pellitteri). The motion passed. The remaining committee appointments will return to the next meeting for action.

b. CCA Spring Conference – Delegate Appointments

A motion was made to suspend the rules, seconded, and was carried. A motion was made to approve the delegate appointments of Doug Mullane and Zina McFarlin-Stagg (Nguyen) and seconded (Landeros). The motion passed.

c. Advance Reimbursement for Conference and Travel

Emily presented a proposal for advance reimbursement for conference and travel that was modeled after CCA's procedures for advance reimbursement of conference-related costs. A motion was made to suspend the rules to act on the item today, was seconded, and carried. A motion was made to approve advancing reimbursement for

75% of the conference and travel costs for NEA Representatives who will be attending the NEA Representative Assembly in July 2024 (Landeros) and seconded (Mrofka). The motion passed.

d. Office Staff Holiday Pay

President Emily Woolery presented a [proposal](#) to include holiday pay provisions in the Employee Handbook. The estimated annual cost is \$1,000.

e. PGI/H Coordinator Appointment

A motion was made to suspend the rules to take action on the item at today's meeting (Horton) and seconded (Alvarez-Galván). The motion to suspend the rules passed. A motion was made to approve the appointment of John Pellitteri to PGI/H Coordinator position, was seconded, and carried.

f. Social Event with Managers

President Emily Woolery introduced the item. Vice President Kelly Fowler has asked that the FA consider planning a social event with managers.

VIII. Other Reports

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

IX. Announcements

- a. Board of Trustees Meeting: April 10, 2:30pm
- b. FACTS Understanding Your Medicare Choices in Retirement: April 17 @ 6-7:30pm (Zoom)
- c. FACCC Legislative Roundtable: April 19 @ 11am-1pm in Founders Hall, RSVP required
- d. CCA Spring Conference & WHO Awards: April 26-28, Hilton Orange County/Costa Mesa
- e. Executive Board Meeting: April 30 @ 11:30am-1:00pm via Zoom
- f. FA Representative Council Meeting: May 7 & June 4 @ 11:30am-1:00pm
- g. Retirement/Tenure Tea: May 21 @ 11am-1:30pm in Founders Hall
- h. Luncheon with A Mt. SAC Board Member: 12-1:30pm at on-campus locations, dates vary. [Sign-up](#) required.
- i. Opt in to get text messages from the FA: Text "Join FT" or "Join PT" to 424-334-0655

X. Adjournment

President Woolery adjourned the meeting at 1:03pm.

Respectfully submitted,
Vicki Greco