

Mt. San Antonio College Faculty Association
Executive Board Meeting Minutes - Approved
September 10, 2024 | 11:30am – 1:00pm via Zoom

Attendance: Alvarez-Galván, Anders, Christ, Greco, Kaljumägi, Lancaster, Lawton, Madrid, McLaughlin, Nguyen, Woolery
Guest: Scott Guth

I. Call to Order

President Emily Woolery called the meeting to order at 11:33am.

II. Approval of Agenda with Flexibility

A motion was made to approve the agenda with flexibility and seconded. The following items were added under New Business: FA Office Staff Hiring, CTA Conference Sponsorship Request, Adjunct Faculty Celebration, and CTA-approved FA Bylaws. The amended agenda was approved.

III. Approval of Minutes – August 27

A motion was made to approve the August 27, 2024 meeting minutes (Alvarez-Galván) and seconded (Nguyen). The minutes were approved.

IV. Reports

a. President – Emily Woolery

President Emily Woolery presented and distributed a [written report](#).

i. Committee Attendance

President's Advisory Council (PAC): PAC met on August 21. We had second readings of multiple Administrative Procedures (AP), including AP 3433 - Prohibition of Sexual Harassment Under Title IX, AP 4021 - At Risk Programs and Program Discontinuance, and AP 4103 – Work Experience, and AP 7105 - Temporary Special Projects Administrators. Regarding AP 7105, President Woolery has concern about the District's practice of hiring administrators outside of the regular hiring process. There is at least one administrator who has been at the College for approximately 10 years who had been hired under AP 7105.

ii. Legislative Roundtable with Assemblymember Mike Fong

The FA hosted Assemblymember Mike Fong and FACCC on September 6. Assemblymember Fong shared thoughts on AB 1705, COLA, part-time faculty needs, and the SCFF and budgets. Multiple Mt. SAC faculty attended, as well as a few faculty members from the Los Angeles Community College District.

iii. Contract Interpretation and Employee Relations

Faculty reached out for input on the following topics:

- Extended sick leave
- Initial salary placement for adjunct professor
- Adjunct professor participation on college committees: The contract states that adjunct professors are compensated for participation on governance committees. Director Eric Kaljumägi confirmed that initially adjunct professors were compensated for serving in a committee membership seat exclusive to adjunct faculty; however,

contract language has since changed and interprets “governance committee” to mean all formally established committees (e.g., Operational, Academic Senate, etc.).

- Negotiations update
- Appendix E positions

iv. Other Meeting Attendance

- Bimonthly Academic Senate / FA meeting
- Academic Senate meeting
- Weekly FA / HR meeting
- Meeting with Human Resources re: AP 3433 – Prohibition of Sexual Harassment Under Title IX
- Level 2 Grievance meeting
- Monthly FA / President meeting
- Constituent Agenda Review

b. Vice President – Joshua Christ

Vice President Joshua Christ presented and distributed a written report that included the following information:

i. President’s Advisory Council (PAC)

The PAC met on September 4 from 3:00pm - 5:00pm. At approximately 3:10pm, there was an evacuation drill, and the meeting resumed at approximately 3:30pm. Vice President Christ highlighted discussion on AP 4103 – Work Experience. There is a drive from the Governor’s office to expand the definition of Career and Technical Education, with the argument that “Every class that could lead to a job should be considered Career Education.” Vice President Christ’s opinion is that this threatens the idea and purpose of career and technical skill-based education, which has always been an avenue that students could pursue to find high-wage, high-demand careers, especially when the traditional academic and/or baccalaureate degree pathways are not attainable to them. This has been a path to equity. The broadening of this path may hinder the ability of these programs to serve their students, as previously dedicated funding streams for career and technical education begin to be diverted into other disciplines that meet the broadened definition of career education.

ii. Other Meeting Attendance

1. Governance Committee (1st & 3rd Thursday each month 4:00 – 5:00pm)

- a. The Governance Committee reviewed the finalized bylaws as required by CTA and will be submitting them to Executive Board for approval. The Committee’s next task will be to update the FA Standing Rules to include items that are disallowed within our Bylaws by CTA. This is following guidance that CTA has provided. It is the goal of the Governance Committee to submit the Standing Rules to this body for initial approval before the conclusion of the Fall Semester.

2. FA / HR Weekly Meeting

- a. President Woolery and Vice President Christ have met with Sokha Song and Tika Davis to informally discuss matters that are impacting faculty. These meetings have been beneficial in

supporting the contract without a prolonged grievance process. Faculty who feel there is something happening within their divisions or departments should reach out to Joshua and Emily so that they can address it.

3. Legislative Roundtable Event with Assemblymember Mike Fong
4. Salary and Leaves Committee
 - a. There will be two Sabbatical Information sessions for the 2025-2026 year:
 - i. October 2nd from 12:00 – 1:00pm
 - ii. October 4th from 8:00 – 9:00am
 - b. Sabbatical Applications for the 2025-2026 year will be due on November 1.
- c. Treasurer: No report.

V. Closed Session

- a. Negotiations Report – Joshua Christ
Vice President Christ provided the Executive Board with a report of the September 9 negotiations session.
- b. Grievance Report – Joshua Christ
Vice President Christ updated the Executive Board about current grievances.

VI. Old Business – Action Items

- a. Class Size Task Force Recommendations– Guest Scott Guth
Class Size Task Force Chair Scott Guth provided background on the task force’s original charge set forth jointly by the Academic Senate and Faculty Association and reminded the executive board that the task force’s recommended guidelines on processes for setting class size maximums was completed prior to the 2020 pandemic. and that the recommendations had been approved by the Academic Senate. The task force was needed due to inequities in teaching workloads based on the disparate class size maximums set for courses with similar types of workload factors. Some departments are more heavily impacted by these very large class size maximums and the current process for setting class size maximums has not been effective in reducing the class size maximums of courses in such departments. The guidelines recommended by the task force attempt to lessen the degree of teaching workload inequities due to disparities in class size maximums across similar courses. The task force’s [recommendations](#) will be moved forward to the FA Representative Council as a first reading in October.
- b. CTA Organizing Grant
A motion was made to approve the CTA Organizing Grant Proposal (Christ) and seconded (Alvarez-Galván). Maya Alvarez-Galván shared that she received feedback from Robin Devitt but was not able to review the feedback due to the power outage on campus this morning. She does not think Robin’s feedback will result in significant changes to the proposal but will inform the Executive Board the feedback is more substantive. The motion passed unanimously.
- c. MSACFA CCA Conference Delegate Selection Process
A motion was made to adopt the proposal to amend the MSACFA’s CCA Delegate selection process (Christ) and seconded (Alvarez-Galván). Discussion occurred. There was agreement to include a criterion for members who are trying to fulfill salary column

crossover requirements. Director Judy Lawton asked to add a criterion for members who have not earned PGH. President Woolery stated that the contract only allows for Mt. SAC-sponsored professional growth activities to be used for accrual of PGH. The motion passed. The amended process includes the holding of five (5) delegate seats for members who meet at least one of the following criteria:

- The member has not earned the Professional Growth Increment (PGI) incentive and has discussed with the FA Vice President the process and paperwork for using the 16 hours of CCA Conference attendance towards PGI.
- The member has attended one or fewer CCA Conferences in the past two years.
- The member serves on the MSACFA Committee related to the conference theme (Bargaining, Advocacy, Membership in the Fall, Winter, Spring, respectively).
- The member wishes to earn units for column crossover on the salary schedule and has discussed using CCA Conference attendance toward this objective with the FA Vice President prior to the conference deadline.

The amended process will be sent to the FA Governance Committee for a recommendation on incorporating it into the FA's Standing Rules.

A motion was made to extend the meeting by 10 minutes (Alvarez-Galván) and seconded (Christ). The motion passed.

VII. New Business – Discussion Items

- a. MSACFA Participating in the “March in March”: The item was not addressed due to time constraints.
- b. MSACFA Social Event(s) Calendar – Creation: The item was not addressed due to time constraints.
- c. CCA Fall Conference Delegates

Agenda flexibility was exercised to address the item out of order. A motion was made to suspend the rules and act on the item today (Alvarez-Galván) and seconded (Christ). The motion passed.

A motion was made to approve the Fall 2024 CCA Delegate appointments and to give President Woolery authorization to fill the remaining delegate seats (Alvarez-Galván) and seconded (Lancaster). The motion passed. The following faculty were appointed as delegates: Marina McLaughlin, Ellen Straw, P. Gayle Harris Watkins, Renu Katoch, Hong Guo, Rita Page, and Loni Nguyen.

- d. Sept. 17 FA Membership Meeting – Conflict

President Emily Woolery announced that the in-person FA Membership Meeting date conflicts with an Adjunct Faculty Advisory Committee (AFAC) meeting and with a negotiations informational meeting. A motion was made to suspend the rules to act on the item today (Alvarez-Galván) and seconded (Christ). The motion passed.

A motion was made to move the date (Alvarez-Galván) and seconded (Christ). The motion passed. A new date is to be determined.

- e. FACCC Institutional Membership Free Trial: The item was not addressed due to time constraints.
- f. FANT Appointments

A motion to suspend the rules to act on the item today was made, seconded, and carried.

A motion was made to approve the FANT Appointments of Beta Meyer and P. Gayle Harris Watkins (Nguyen) and seconded (McLaughlin). The motion passed.

- g. Committee Appointments: The item was not addressed due to time constraints.
- h. FA Office Staff Hiring: The item was not addressed due to time constraints.
- i. CTA Conference Sponsorship Request: The item was not addressed due to time constraints.
- j. Adjunct Faculty Celebration: The item was not addressed due to time constraints.
- k. CTA-approved FA Bylaws: 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 District M Director: No report.
- d. CTA State Council: No report.
- e. Organizing: No report.

IX. Announcements

- a. Board of Trustees Meeting: Sept. 11, Time TBA
- b. Executive Board Meeting: Sept. 24 @ 11:30am-1:00pm
- c. FA Representative Council Meeting: Oct. 1 @ 11:30am-1:00pm via Zoom
- d. CCA Fall Conference: Oct. 25-27 at the Westin Hotel, SF
- e. Opt-in to get text messages from the FA: Text "Join FT" or "Join PT" to 424-334-0655

X. Adjournment

The meeting adjourned at 1:11pm.

Respectfully submitted,
Vicki Greco