

**MSAC Faculty Association  
Representative Council Meeting  
September 3, 2019**

**Present:** Aguilar, Anders, Birca, Caldwell, Calzada, Chan, Chen, Condra, Crichlow, Cummings, Daland, Enke, Esslinger, Ezzell, Foisia, Greco, Greenberg, Hamby, Heard, E. Hernandez, Holbert, Howell, Hughey, Impara, James-Perez, Jones, Kaljumagi, Kirchgraber, Knapp, Komrosky, Kung, Kunkler, Lackey, Lancaster, Leyva, McIntosh, McLaughlin, Meyer, Miho, Nakamura, Necke, Nejad, Ngo, Nixon, Olds, Ott, Page, Pascoe, Piluso, Quinn, Ramirez Catalan, Sanetrick, Scott, Shiff, Sholars, Simon, Straw, Summers, Thomas, Uyeki, Ward, Wasson, Webb, Wood, Woolery, Wolf.

**Absent:** Alvarez-Galvan, Barrios, Blyzka, Brentingham, Burman, Christ, Coreas, Cridland, Engisch, Flisik, Frickert Garcia, Garrett, Hernandez-Magallon, Horton, Jollivet, Luther, McLeod, Pham, Richardson, Romero, Stringfellow, Toloui, Uranga, Velasquez, Vo, Willis.

**I. Call to Order and Approval of the Agenda**

President Joan Sholars called the meeting to order and the Agenda was approved at 11:32 a.m.

**II. Approval of Minutes**

The minutes of June 4, 2019 were approved as written.

**III. President's Report – Joan Sholars**

A. President's Advisory Council (PAC) – PAC met on June 26. At this meeting EEO (Equal Employment Opportunity) Plan was approved. We also reviewed and approved the Professional Development Plan. PAC approved the C-TEAC (Career Technical Educational Advisory Committee) purpose and function statement. All other meetings during the summer were cancelled. PAC did meet on Wednesday, August 28. At this meeting, AP 7250 – Educational Administrators – was reviewed for first reading. The purpose of this AP is to ensure that the district is following CalSTRS rules for Educational Administrators.

B. Board of Trustees Meeting – The BoT held a special meeting on June 5. At this meeting, the Board received a report concerning the Governor's May Revision Budget Proposal. The Board adopted the 2018 Educational and Facilities Master Plan Environmental Impact Report and approved the Parking Structure R and Tennis Courts Project. The BoT met again on June 26. At this meeting, the Board received a report on the Tentative Budget. MOUs were approved with West Covina Unified School District, Hacienda La Puente Unified School District, Duarte Unified School District, Bassett Unified School District, Pomona School District, West Covina Unified School District and Rowland Unified School District for Dual Enrollment classes. The Board approved the Year Two-of-Two negotiated agreement between the FA and the District (health benefits) and adopted the Student Equity Plan. At the July 10 Board meeting, the Board received a report on Financial Aid and approved more MOUs for Dual Enrollment with Pomona Unified School District, Covina Valley Unified School District, Bonita Unified School District, Bassett Unified School District, and Walnut Valley Unified School District. At the July 10 BoT meeting, the Board approved Resolutions 19.02 – 19.07 where all other units on campus have elected to cease to be subject to the Public Employees' Medical and Hospital Care Act (PEMCHA) and the Board approved the negotiated agreements with CSEA 262 and 651, the management and confidential units. This will be discussed further in the negotiation report. At the August 14 BoT meeting, Dr. Scroggins contract was approved for an additional 3 years. Also, the contracts with SISC were approved for all the other units. If you are interested in seeing the details on these, <https://go.boarddocs.com/ca/mtsac/Board.nsf/Public> . The Board also received a report on the Educational and Facilities Master Plan Update and Measure GO Quarterly Report. The next BoT meeting is scheduled for Wednesday, September 11.

C. CTA Presidents' Conference – Faculty Association President Joan Sholars and Vice President Emily Woolery attended the President's Conference July 19 – 21 in San Jose. They received training on how to maintain highly functional union committees, how to interact with faculty who are uncertain about their membership, and how to present our work to our members and the public in the most positive manner.

D. NEA Representative Assembly – Faculty Association President Joan Sholars and Past President Eric Kaljumagi attended the NEA RA July 2 – 8 in Houston. The highlight of the event was listening to 10 Democratic Presidential hopefuls speak to the assembly.

E. Summer Activities – August 20 – 23, the FA President Joan Sholars and Vice President Emily Woolery conducted orientations for both our new full-time faculty and our new adjunct faculty. Thanks to Linda Chan for attending the orientation for our new adjunct faculty (all three of them). Joan, Emily, Abe Ali, Jennifer Galbraith and Matt Judd also presented at the Department Chair Training concerning training for our probationary faculty evaluation teams.

F. CCA Fall Conference – If you are interested in attending the CCA Fall Conference in San Jose October 11 – 13, please contact Joan Sholars at [jsholars5@gmail.com](mailto:jsholars5@gmail.com) by September 9.

G. Committee Vacancies – There are still vacancies on several internal FA Committees, including FA Governance, FA Grievance, FA Hospitality, FA Awards and FA Membership. All of these committees meet as needed. We also have a seats available on the Insurance Committee, which meets on the second Tuesday of each month (year-round) from 1:30 – 3:00, and a seat available on Flex Day Planning Committee. If you know someone who is interested in serving on one of these committees, please have them contact the FA President at [jsholars5@gmail.com](mailto:jsholars5@gmail.com).

H. Community College Association (CCA) Awards – In an effort to recognize our outstanding Mt. SAC faculty, we would like to nominate someone whom you feel deserves recognition. At the Spring CCA conference, faculty are honored for their work with the GLBT community, minorities, and part time faculty. Please start thinking of whom you would like to nominate and let Emily Woolery know by early January if you would like her to write the nomination letter. You can contact her [ewoolery@mtsac.edu](mailto:ewoolery@mtsac.edu) or ext. 5751. The awards include: 1.) The GLBT Award recognizes faculty who have supported, promoted and educated our community college family regarding gay, lesbian, bisexual, and transgender (GLBT) issues. 2.) The Ethnic Minority Award is for faculty who promote equal access and treatment for minorities on campus. 3.) The Part-time Faculty Award is awarded to faculty who have worked to improve working conditions for part-time faculty. The Faculty Association is able to nominate one person per category. If there are multiple nominations, the FA Executive Board will make the decision of whom to send forward.

I. Executive Board Action – Since the last Faculty Association Representative Council meeting, the Board has: 1) held three summer meetings on 25 June, 23 July, and 20 August; 2) approved the attendance of Eric Kaljumagi, Steven Lancaster, and Emily Woolery to the CTA Region 1 Leadership Conference; 3) approved the attendance of Joan Sholars and Linda Chan to the CTA Region 2 Leadership Conference; 4) recommended that the FA Representative Council approve the 2018 Negotiations Survey.

#### **IV. Vice President's Report – Emily Woolery**

A. Welcome – FA Vice President Emily Woolery began her term in mid-June. She has attended numerous meetings, orientations, and training sessions with President Sholars. Additionally, she has communicated with faculty about issues such as adjunct faculty evaluation timelines, adjunct faculty schedule changes, and FLEX day attendance.

B. Student California Teachers Association – The Faculty Association (Emily Woolery, FA Vice President) and Teacher Preparation Institute (Charles Newman, Program Coordinator) will work together to activate a student club, Student California Teachers Association (SCTA). SCTA is an association for those aspiring to be teachers, school nurses, and more. If you are interested in supporting this club, please contact Emily Woolery at [ewoolery@mtsac.edu](mailto:ewoolery@mtsac.edu).

C. Board of Trustee Meeting – On June 25, the BoT heard a report on Mt. SAC's 2019-2020 Tentative Budget. On July 10, the BoT approved agreements between the District and CSEA, Chapter 651; CSEA, Chapter 262; Management Employees; and Confidential Employees. Additionally, all four groups and the BoT elected to cease to be subject to the Public Employees' Medical and Hospital Care Act (PEMHCA). The BoT approved an

agreement between the School of Continuing Education (SCE) and Pomona Unified School District (PUSD) to offer noncredit courses as a 6th period assignment to PUSD high school district faculty. On August 14, the BoT approved the President/CEO's Employment Agreement through June 30, 2023. They also approved the Contract with Self-Insured Schools of California Medical, Dental, and Vision System (SISC) for the Purpose of Procuring Health and Welfare Benefits Insurance. Gary Nellesen, Director, Facilities Planning and Management, provided an informational report, 2018 Educational and Facilities Master Plan Update and Measure GO Quarterly Report.

D. President's Advisory Council (PAC) – The July 10, July 24, and August 14 PAC meetings were canceled. At the August 28 PAC meeting, we had a first reading AP 7250 – Educational Administrators.

E. California Teachers Association (CTA) 2019 Presidents Conference – The FA President and Vice President attended the CTA 2019 Presidents Conference on July 18 – 21 in San Jose. They attended the New & 2nd Year Presidents' Training, CTA Directorial District Sessions, Regional Presidents Forums, and Service Center Council Meetings. The Community College Association (CCA) hosted three breakout sessions: All About Your Community College Association, Is Your Iron Rule Rusty?, and Membership Matters.

#### **V. Treasurer's Report – Steve Lancaster**

Treasurer Lancaster reviewed the FA Treasurer's report for September 1, 2019 – September 3, 2019 using 2018-2019 budget and stated that we are close to most of the year end line item budgets. Treasurer Lancaster noted that we are at a \$17,504 28 deficit due to unusual one-time expenses such as \$10,000 to Measure Go, \$4,113 in legal fees, and \$1,500 in support for faculty impacted by the California fires. Treasurer Lancaster will be looking into the CD dividends and interest since the recorded amount seems high. The year end report will be forthcoming at our next Representative Council meeting on October 1, 2019.

#### **VI Director J Report – Lance Heard – No Report**

Lance Heard announced that the CCA Board meeting will be held September 7, 2019.

#### **VII. SOne/CTA State Council – Eric Kaljumagi**

Eric Kaljumagi, CCA President, encouraged faculty to attend the Fall CCA Conference held October 11- 13, 2019 at the San Jose Hilton. CTA State Council will be held at the end of October. The next SOne meeting is October 2, 2019 from 4:30 – 9:00 pm at the San Dimas Country Club.

#### **VIII. Adjunct Faculty Advisory Committee – Linda Chan**

Linda Chan announced that the first Adjunct Faculty Advisory Committee meeting is scheduled for Tuesday, September 17<sup>th</sup> in the FA Office from 11:30 – 1:00

#### **IX. Academic Senate Report – Chisa Uyeki**

A. Academic Senate 10 + 1 and Executive Board – The purpose and function for the Academic Senate was reviewed and the Academic Senate 10 + 1 were listed. The Academic Executive Board and contact information was also listed.

B. VP Appointment – Co-VP In June 2019 Lina Soto announced that she would be stepping down from the Senate Co-VP position to become Associate Dean of Counseling. President Chisa Uyeki extended a heartfelt thank you to Lina for her tremendous work as Co-VP, her contributions are many, and she will be missed in the Senate work. Following the Senate Constitution and Senate Rules, President Uyeki appointed long-time Senator Lance Heard, to serve as Co-VP during summer. Lance brought a depth of experience with Flex Day as a former Faculty Professional Development Coordinator, and broad knowledge of campus policy, procedure, and the faculty contract, which made the transition very smooth. President Uyeki is tremendously grateful for his positive support and willingness to jump right in. Together they attended to the Senate business that required attention during summer. Per the Senate Constitution, President Uyeki appointed Lance as interim Co-VP and he was

confirmed by Senate Exec. We are now required to hold an election, so nominations are now open for the position of Co-VP and an election will be held at the September 12th meeting.

C. Management Search and Selection Committees – The following are the approved Management Search and Selection Committees: • Director, Technical Services William McIntosh (Music) and Jonathan Hymer, (Electronics) • Director of Athletics of Special Events: Mark Ruh (Kinesiology) and Michelle Shear (Dance) • Sergeant, Police: Ron Kamaka (Kinesology) and Joan Sholars (Math) • Associate Dean, Kinesiology, Athletics & Dance/Associate Athletics Director: Michelle Shear (Dance), Melinda Bowen McCrea and Giovanni Lanaro (Kinesiology) • Associate Dean, Arts: Emily Woolery (Library) and Tiffany Kuo (Music).

D. Coordinator Changes – • Accreditation Coordinator: Kristina Allende resigned as Accreditation Coordinator. (She will continue as Curriculum Liaison.) The call for applicants was extended until September 6, 2019. Please reach out to any faculty who you think would have the skills necessary to provide faculty leadership for accreditation. • **Outcomes Coordinator**: Emily Woolery has resigned her position to take on the VP of FA position. President Uyeki sent a call out, reviewed the applications with Lance, and appointed Kim-Leiloni Nguyen, Biology. • An MOU between the district and FA was signed over the summer for **New Faculty Seminar Co-Coordinator**. Tania Anders was appointed to serve as New Faculty Seminar Co-Coordinator for 2019-2020. An MOU has been drafted for Sustainability Coordinator, and as soon as it is signed a call will go out. • Applications were reviewed, an interview was held (for one position), and Lance and Chisa Uyeki worked together to make appointment decisions for the following: \* Mark Boryta, GPS Professional Development Coordinator; \*Sara Mestas, Counseling GPS Coordinator, \*Shiloh Blacksher, Instruction GPS Coordinator, \*Marci Katznelson, Adjunct GPS Professional Development Coordinator. **Fall semester AB 705 Coordinator Positions**: 1) Ned Weidner, English AB 705 Coordinator; 2) David Beydler, Math AB 705 Coordinator; 3) Elizabeth Casian, AMLA AB 705 Coordinator. President Uyeki did not appoint for the proposed Communities of Practice positions as these positions were not as time-sensitive. There was approval at AMAC for the proposed Community of Practice positions to be funded for one year with one-time funds (not as an ongoing position). These positions will be discussed further before moving forward. **Professional Learning Academy Team** (18 LHE); 1) Coordinator/Institute Dev./Assessment/Inspired Teaching (12 LHE) – Sun Ezzel; 2) Magic Mountie (2 LHE) – Tania Anders; 3) One Book-One Campus (2 LHE) – Hershel Greenberg; 4) Training From the Back of the Room (1 LHE) – Brian Bouskill; 5) Brain Based Learning and Teaching (1 LHE) Kim-Leiloni Nguyen

E. Committee Appointments – The following are the approved committee appointments • Grievance Review Committee appointment: Ron Kamaka (Kinesology) • Phil Wolf (Physics) to hoc committee to consider a student request for a waiver of the mathematics requirement per AP 5140 • Chisa approved the participation of two Mt. SAC faculty in ASCCC Committees: Donna Necke (Adult Basic Ed) is serving on the ASCCC Curriculum Committee, and Briseida Ramirez, (Adults with Disabilities, SCE) is serving on the Part-time Committee for the 2019-2020 term. • The following faculty had to remove themselves from their committees after being appointed because of scheduling or other conflicts: Jeremy Hart, Board of Appeals; Ali Carey-Oliver (Kinesology) and Ron Kamaka, Student Conduct Board. • Campus Equity and Diversity Committee Appointments: Antoine Thomas, Chair and Lorena Velazquez • Climate Commitment Implementation Committee Appointment: Janet Truttmann and Chris Briggs, (19-22) • C&I Appointment - Pauline Swartz (19-20 completing term) • Homelessness and Basic Resources Committee: Christina Camayo, (19-22) • Board of Appeals (Committee Appointment, 2019-2022) - Eddie Lee (19-22).

F. Meetings – Guided Pathways Steering In spring, 3 meetings were scheduled for Guided Pathways over the summer, but were canceled. Meetings have been scheduled to resume in September. Richard Mahon, VPI, will cochair the Guided Pathways work with the two faculty co-chairs Sara Mestas and Shilo Blacksher.

G. AMAC – Met June 13, July 15, and August 19th. Discussions included AB 705 Reassignments; Promise Plus program progress- 1,000 students signed up, all involved in either Bridge or STEP; financial aid: outreach work has led to significant increases in the number of students receiving aid and aid awarded; and requests for faculty positions process for this year. The President approved two one-year temporary positions: one for ESL and one for the Library.

H. Retreat/Planning – A planning meeting was held on August 1, 2019 with Exec Board members and faculty appointed to Guided Pathways Coordinator positions. We met with Ginny May, from the ASCCC Executive Board, who was attending at our request for a technical visit to discuss and provide input on the planning for the Senate Retreat and the committee structure. This discussion added to earlier discussion as it provided an opportunity to broaden participation in the conversation. Having Ginny May with us to answer questions and provide some ideas was very valuable in furthering our thinking on shared governance. It also helped bring to light things that we are doing well. The retreat (called Senate Planning Breakfast) occurred on Thursday, August 22, 2019, and had 21 faculty in attendance. Discussions from this planning breakfast will inform the goals for Senate this year.

I. Communication/Faculty Town Halls – Senate meeting agendas and minutes are available through Board Docs. <https://go.boarddocs.com/ca/mtsac/Board.nsf/Public>. We continue to look for ways to improve and increase communication with and among faculty to ensure that the Senate is representing the faculty voice. In a few discussions at Senate meetings and planning meetings it has been mentioned that we need more time to talk about some critical issues. This issue also surfaced during the last Student Centered Funding Formula Task Force meeting, which is considering recommendations for changes that require broad faculty discussion. I propose that we have at least 2 Academic Senate Town Halls per semester, with each one touching on one or two critical issues. With this in mind I brought to exec that I recommend a town hall on Thursday October 10th, from 3:00-4:30 in Founders Hall. This town hall will focus on the Student Centered Funding Formula, and related issues. Other issues that may be good topics to consider for discussion at a Faculty Town Hall include: Flex Days, Testing Center, Guided Pathways, Multiple Measures Placement/AB 705 and cross campus impact, and Equity. If you have ideas of topics that should be discussed in a faculty forum please share them with Senate leaders.

J. Academic Senate for California Community Colleges (ASCCC) – The Academic Senate for California Community Colleges is The ASCCC is hosting the 2019 Academic Academy, September 12-14, 2019 in Long Beach, California. The focus of the conference is on student experience, and "Designing Your College with the Student Experience in Mind," which is highly relevant to the Guided Pathways implementation. Faculty and students are invited to attend the conference, which will discuss topics including Guided Pathways, student equity, technology, and diversifying of faculty. Registration is free for students and only \$100 for all others (early-bird registration ends August 22, 2019).

## **X. Negotiations Report – Joan Sholars**

A. Negotiated TAs – The following TAs have been negotiated and signed: 1.)TA #1 – security issue (Me Too); 2.) TA #2 and #3 – Article 2: Term of Agreement – We have agreed to a 3 year contract with 2 re-openers each, plus mutually agreed to items and salary and benefits; 3.) TA #4: Article 18.I.6.: Submission of Recommendation (probationary faculty). This TA fixed the indent mistake that had been in the contract for awhile plus states that all evaluations materials should go to the Board of Trustees so that they can make an informed decision. By Ed Code, the President of the College must send the BoT their recommendation but we wanted the committee's recommendation to go to the Board also; 4.) TA #5: Article 10.N. – Faculty Reassigned Time Expectancies: This TA Changes the time that the unit member and the appropriate manager meets from prior to the end of the 2nd week of the fall semester to "prior to the end of the second week of the commencement of the assignment."; 5.) TA #6: Article 10.P. – Work Experience: This TA changes the time that the work experience load will be calculated. Compensation for work experience load assignment will be determined at census date and will be made upon completion of all required faculty assignment obligations and grade submission; 6.) TA #7: Article 10.H.3.b. – took the list of mandated 12 month programs out of the contract – this list was not complete and changes have not been made to this list in years. Article 10..H.4. – the list of faculty with 12 month contracts was removed from the contract; 7.)TA #8: Article 9—Calendar: the calendar that was recommended by the FA Rep Council was TA by the District and the FA; 8.) We have five more meetings set up for the fall (every Friday through the middle of October). The goal is to be finished by the middle of October; 9.) Salary: Both 262 and 651 have signed TA's and their members and the BoT have approved these changes. "For the 2019-20 fiscal year, the realized portion of funded COLA that is earned through the Student Centered Funding Formula will be passed through to employees on the salary schedule, retroactive to July 1, 2019, and evaluated tentatively as of June 30, 2020." This means no COLA or raise for the upcoming year until June 2020 and then retroactively back to July 1, 2019 and ongoing. This will be repeated until either the formula is changed or there is more stability in the funding formula. The FA Negotiation Team will start negotiating for salary on Friday of this week but we need to know

where faculty stand on this issue; 10.) Health Benefits: Both 262 and 651 and the BoT have approved the following language for health benefits: "The annual College contributions to health and welfare, including medical, dental, vision, and life insurance for each benefit-participating unit member shall be \$10,946 for single party; \$17,296 for 2-party; and \$22,216 for family." 11.) Adjunct Evaluations – Both teams have listed their interests and options at this point. One of the main interests for both groups is to decrease the amount of work that the department chairs have while maintaining the integrity of our evaluations. We are looking at a revamp of the adjunct evaluation model (maybe going from a 4 year model to a 3 year model that mirrors the full-time evaluation cycle; 12.) Distance Learning – Both teams have given the story (the problem) as they see it with the contract favoring face-to-face over distance learning. The FA Negotiation Team is working on removing some of the barriers. Both teams are looking at the number of LHE that can be taught by full-time faculty, the restriction on overload for full-time faculty, the required number of days of campus, how to hold office hours.

#### **XI. Old Business – Action Items**

A. Close Nominations for FA Director (replacement, one year term) – A motion was made, seconded and carried to close nominations to replace Emily Woolery on the Executive Board. Tamra Horton has been nominated.

#### **XII. New Business – Discussion Items – None**

A 2019 Negotiations Survey – The FA Negotiation Survey was presented and FA Representatives are to take the survey back to their departments for review.

#### **XIII. Announcements**

- A. Next Executive Board Meeting – September 10, 11:30–1:00 in the FA Office.
- B. Next Adjunct Advisory Committee Meeting – September 17, 11:30–1:00 in the FA Office.
- C. Next Representative Council Meeting – October 1, 11:30–1:00 in Founders Hall.
- D. Next Governance Committee Meeting – October 1, 1:15 – 2:15 pm in Founders Hall.
- E. Next Board of Trustees Meeting – September 11<sup>th</sup> – 13<sup>th</sup> at the Hilton San Jose.
- F. Next CCA Conference – October 11<sup>th</sup> – 13<sup>th</sup> at the Hilton San Jose.
- G. Next SCSOne Council Meeting – October 2, 4:30-9:00 p.m. at the San Dimas Country Club.

#### **XIV. Adjournment**

The meeting was adjourned at 12:55 p.m.  
The minutes were respectfully submitted by Liz Ward, Faculty Association