

**MSAC Faculty Association  
Representative Council Meeting  
March 3, 2020**

**Present:** Aguilar, Anders, Birca, Caldwell, Calzada, Chan, Christ, Crichlow, Daland, Engisch, Esslinger, Ezzell, Foisia, Greco, Greenberg, Heard, E. Hernandez, Horton, Howell, Hughey, James-Perez, Jollivet, Jones, Kirchgraber, Knapp, Komrosky, Kunkler, Lackey, Lancaster, Laverty, Lopez, McKinney, Meyer, Necke, Ngo, Orr, Pascoe, Piluso, Roueintan, Scott, Shiff, Sholars, Simon, Straw, Summers, Thomas, Uyeki, Velasquez, Ward, Wasson, Wolf, Wood, Woolery.

**Absent:** Adamiak, Barrios, Berch, Blyzka, Bowers, Boyer, Brantingham, Burman, Burnett, Chen, Condra, Cridland, Hamby, Hernandez-Magallon, Holbert, Impara, Kaljumagi, Kung, Luther, McIntosh, McLaughlin, Miho, Nakamura, Nejad, Nixon, Norvell, Olds, Ott, Page, Pham, Richardson, Romero, Stringfellow, Uranga, Vo.

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

President Joan Sholars called the meeting to order and the Agenda was approved with flexibility and moving agenda Item Old Business A. Negotiations Survey Results to New Business at 11:35 a.m.

**II. Approval of Minutes**

The minutes of December 3, 2019 were approved as written.

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

A. Board of Trustee Study Session – Joan attended the BoT Study Session on Saturday, February 29. The trustees and guests were presented with reports concerning Guided Pathways, Enrollment Management, Election 2020, Mt. SAC's 2019 – 2020 Budget and the Governor's January Budget Proposal. The trustees and guest also went on tour of the new stadium. Morris Rodrigue, Vice President of Administrative Services, also reviewed the P1 report. There is some good news in the P1 – we are above the assumptions used in making the District's budget. We will be discussing the implications of the report during negotiations.

B. Board of Trustee Meetings – At the December Board meeting, the Board received and accepted the audit report from Eide Bally LLP and heard a report concerning the Adult Education Regional Consortium. The Board also decided not to fill the interim position for Trustee Area 5 (Jay Chen's position). Laura Santos was elected President of the Board, with Rosanne Bader elected Vice Chair and Judy Chen Haggerty elected clerk. At the January Board of Trustee meeting, the Board and guests received a report on Measure RR and Measure GO General Obligation Bonds, Lease Revenue Bonds and Bond Anticipation Notes Performance Audit. Both CSEA 262 and CSEA 651 opened their current year negotiations with the District. At the February Board of Trustee meeting, The Board and guests received a Grants update as well as a Measure GO Quarterly Project Update. At this meeting, the Board voted to grant tenure to Naomi Avila, Mary Beth Barrios, Bobby Bates, Kari Berch, Sophie Boquiren, Errol Browne, Christina Cammayo, Marissa Case, Dalia Chavez, Susan Elizabeth Chavez, Diana Feliz, Bernadette Flameno, Tyler Fisik, Vanessa Garcia, Ann Lee Grimstad, Daisy Gutierrez, Jason Hayward, Evelyn Heredia, Elizabeth Hernandez, Naluce Ito Rocha Santana, John Knott, Hirohito Kuroki, Sandon Larson, Jesse Lopez, David Mah, Parisa Mahjoor, Karen Marston, Sara Mestas, Lisa Morales, Donna Necke, Michael Ngo, John Norvell, Natalie Paredes, Chaz Perea, Robert Piluso, Eva Rios-Alvarado, David Rivera, Kelly Rivera, Masoud Roueintan, Rudy Santacruz, Michelle Shear, Garrett Staley, Nathan Tharp, Amy Tull, Ana Turcios, Stephen Valdes, Sierra Vane, and Ned Weidner. Congratulations to our newly tenured professors. There should be a reception for the newly tenured faculty at the next Board of Trustee meeting.

C. President's Advisory Council (PAC) – At PAC, we are looking at the College's Mission Statement and Vision. Once this gets to PAC, Joan believes both the Academic Senate and the FA will pull it to have our constituencies review the proposed changes.

D. Campus Equity and Diversity Committee – The Campus Equity and Diversity Committee is reviewing the hiring Aps for faculty, managers and classified staff Joan sits on the committee representing the FA. Once these are ready to share, both the Academic Senate and the FA will bring them forward.

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

A. Welcome Back – Welcome back! Emily hopes teaching and learning is going well as we begin spring semester.

B. Student California Teachers Association – Student California Teachers Association (SCTA) will resume meetings this semester. Meeting dates are to be determined. SCTA is a joint effort of the Faculty Association (Emily Woolery, FA Vice President) and Teacher Preparation Institute (Charles Newman, Program Coordinator). SCTA is an association for those aspiring to be teachers, school nurses, and more.

C. BoT Meetings 12/11, 1/8 and 2/26 – Emily attended BoT meetings on December 11, January 8, and February 26. The BoT will meet again on March 11. The following are highlights from the recent: The BoT elected officers: President: Laura Santos; Vice President: Roseanne Bader; and Clerk: Judy Chen Haggerty. Information reports were provided: Oral Report by Eide Bailly LLP, previously Vavrinek, Trine, Day & Co., LLP, Certified Public Accountants; Adult Education Regional Consortium Update; Measure RR and Measure GO General Obligation Bonds Fund Financial Audit and Measure RR and Measure GO General Obligation Bonds, Lease Revenue Bonds, and Bond Anticipation Notes Performance Audit; Grants Update; and Measure GO Quarterly Project Update. The BoT approved negotiated agreements with CSEA, Chapter 262, and CSEA, Chapter 651, for the period of July 1, 2017 through June 30, 2020. They opened public hearings and closed them with no comments regarding initial proposals for year one-of-three successor agreements. The BoT approved Resolution 19-17 in support of the Public Preschool, K-12, and College Health and Safety Facilities Bond Act of 2020 (State Ballot Proposition 13).

D. PAC Meetings – Emily attended PAC meetings on January 8 and February 12, but was unable to attend the December 11 and January 22 meetings. They reviewed purpose and function statements and committee goals for multiple campus committees. They also approved BP/AP 3721 Information Security.

E. FA Presentations – Joan and Emily provided two presentations. On February 20, we participated in the Spring 2020 Mandatory New Adjunct Orientation where we met approximately 60 new adjunct faculty. On February 21, we provide a FLEX Day breakout session to approximately 45 faculty, "Negotiations Update: What to Expect in the Next Contract."

F. Conferences – Emily attended three conferences with many Mt. SAC colleagues. The National Center's Labor-Management Regional Conference was held December 6 – 7. Sandra Esslinger, Vicki Greco, and Emily Woolery attended and Eric Kaljumagi and Bill Scroggins presented. The Labor Arbitration Institute was held on January 22. Joan Sholars and Emily Woolery attended, as did CSEA 262 and CSEA 651 leadership. The CCA Winter Conference was held on February 7 – 9. Linda Chan, Krysten DeWilde, Victor Garcia, Luisa Howell, Al Kirchner, Joan Sholars, Ellen Straw, Antoine Thomas, and Emily Woolery attended. Eric Kaljumagi joined us during the Directorial District J breakout session.

G. Grievances – Emily reviewed the following Grievance Report: a.) A complaint was filed against a hiring committee. The FA supported faculty, who were interviewed during the HR investigation. b.) HR received a complaint of harassment against FA leadership. HR is hiring a mediator to attempt to resolve the complaint. CTA will attend the mediation session(s) with FA leadership. c.) The FA is supporting two probationary faculty members that did not receive contract renewals. d.) A faculty member, who recently completed the four-year probationary process, requested an interdepartmental transfer. Article 12: Interdepartmental Transfers articulates the process to request a transfer. e.) The District agreed to draft MOU language regarding: 1) Appendix A – salary schedule placement for noncredit faculty that do not have a master's degree; 2) 15.A Teaching Lab Qualifications – the article has a mistake in language. f.) A department chair seeks to end the chair position, or find a co-chair, in the middle of the chair term. A solution has been identified. g.) An adjunct faculty member asked about maximum LHE allowed if they teach in two departments. Regardless of the number of disciplines in which an adjunct faculty works, adjunct faculty have a 67% load limit unless otherwise approved by the dean and vice president. h.) Professional Development Council and Salary and Leaves Committee discussed how to handle a conference and travel funding

request submitted by a faculty member on sabbatical. The contract does not prohibit supporting such a request. i.) The FA is supporting two part-time faculty members on administrative leave: 1) One case involves a dispute between two faculty members. It is pending investigation; 2) One case involves a Title IX complaint. The investigation is concluded and is being forwarded to the Board of Trustees. j.) A department chair asked clarification about Appendix D: Athletic Coaches and Performing Arts Coaches Remuneration and Appendix E: Reassigned Time for Special Assignments. k.) A full-time faculty member seeks FA support in reviewing job duties – as hired versus as assigned. The FA is doing research on the question. l.) Multiple adjunct faculty in one division contacted Emily regarding changes to their schedules. The changes are based on department need, but the impact is loss of sections to the adjuncts. m.) In preparation for the new semester, an adjunct faculty confirmed teaching expectancies, such as teaching to the course outline of record and assigning final exams. n.) An adjunct faculty contacted the FA about potential pay discrepancies resulting from a mid-semester substitute assignment. o.) A division asked full-time faculty to fulfill their teaching assignments in three (3) days, as opposed to being able to teach on two (2) days and hold office hours on the third day. The district would support two teaching days and one office hour day if this schedule supports student needs. p.) A faculty member requested support with an accommodations request. q.) A faculty member questioned whether salary schedule placement should be on the academic or vocational track. The FA is investigating this question. r.) The FA and District were working together about a concern related to a sabbatical report. s.) A department contacted the FA regarding the loss of a full-time hiring position. The FA referred them to the Academic Senate. t.) A full-time faculty member was named in a Title IX complaint. HR is conducting an investigation. u.) An adjunct faculty member was named in a Title IX complaint. HR is conducting an investigation.

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

Treasurer Lancaster reviewed the September 1, 2019 – March 3, 2020 FA Treasurer's Report and stated that we are keeping our eye on a few lined items. Our Social Activities is currently at \$10,066 with a budget of \$15,000. We may need to increase that budget since we still have many faculty activities planned for Spring. Our Adjunct Faculty Stipends budget is currently on pilot status and the FA will need to make a decision as to if we are going to possibly make this a permanent lined item. We are receiving Dues Fees installments of \$11,285 which is up from last year's installments of \$10,450. This is an increase of \$835 per month. The Treasurer's Report indicates that we are at a deficit of \$5,797 but we have most likely received this month's installment which would put us in the surplus. The CTA installment for this month will not be reflected on the report until the bank statement is received and that statement will not be received until March 10<sup>th</sup>. We are in the process of splitting up our CD's so that one matures every 3 months. Steve Lancaster announced that he will not be Treasurer next year. He also stated that you do not need to be an accountant to be Treasurer but that you would need to be available during the Summer.

#### **VI Director J Report – Linda Chan – No Report**

#### **VII. SOne/CTA State Council – Joan Sholars**

Dwayne Schafer, CTA District Q (Higher Education) Board member and a counselor from LBCC, spoke to the Representative Council. He was happy to hear we had a local Student CTA Chapter here at Mt. SAC. He emphasized the importance of attending Service Center One meetings, especially regarding dual enrollment issues. Dwayne promoted the Schools and Community First initiative and is hopeful we will get the required number of signatures to get this initiative on the November ballot. The \$12 billion in new commercial tax revenue will provide additional funding for schools and local governments to use for our public schools and colleges, affordable housing, healthcare, homeless services, parks, libraries and public safety. The passage of the Schools and Communities First initiative will mean an additional \$14,166,599 every year! Dwayne asked all faculty to please sign the petition.

#### **VIII. Adjunct Faculty Advisory Committee – Linda Chan/Herschel Greenberg**

The Adjunct Faculty Advisory Committee met on February 18 via ZOOM. AFAC is presenting a workshop following the March 3 Representative Council meeting titled "How to Diffuse Difficult Situations with Students." Light refreshments will be served at this event. The next scheduled AFAC meeting is Tuesday, March 17<sup>th</sup> at 11:30 a.m. via ZOOM.

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

A. Senate Action – The following Senate Actions have been made: 1) Approved Student Prep & Success Council revised purpose and function statement with name change to Student Preparation, Equity, and Achievement Council, 2) Approved Student Success and Support Program Advisory Committee revised purpose and function statement with name change to Assessment and Matriculation Committee, 3) Opened nominations for a 1-semester Director position. Nominations close on 3/12/2020, and one be a sitting senator to be nominated. 5 seats will be opening for 2-year terms to begin in June 2020, 4) Approved Regular & Effective Contact Task Force Recommendations and Rubric, 5) Approved AP 4105 Revision - generated by the Regular and Effective Contact Task Force, 6) Approved Resolution in Support of the California Virtual Campus – Online Education Initiative Course Design Rubric, 7) Resolved, That Mt. SAC Academic Senate encourages the use of the CVC – OEI Course Design Rubric after SPOT certification to improve online course quality and prepare faculty to teach in the ExCEL course exchange; - Resolved, That Mt. SAC Academic Senate supports the development of a local peer online course review process; and - Resolved, That Mt. SAC Academic Senate supports the provision of resources so that faculty who wish to participate in local peer online course review may do so, 8) Approved AP 7160 Professional Development (sent forward from FPDC), 9) Approved BP 7160 Professional Development with an edit (sent forward from FPDC).

B. Appointments – The following appointments have been made: 1) Manager, Environmental Safety and Emergency Services Hiring Committee: Antonio Rivas, EOPS and Masoud Roueintan, Chemistry, 2) Director, Transfer Center Search & Selection Hiring Committee: Eugene Mahmoud, Physics and Jamaika Fowler, Counseling, 3) Sustainability Coordinator position - Tania Anders (Earth Sciences) and Jennifer McKinney (adjunct, Biology) are going to split the first semester (spring) of the appointment to the Sustainability Coordinator position. They began working together over winter, 4) Committee & Council Appointments: a) Dalia Chavez to Faculty Professional Development Committee; b) Phil Wolf as Chair of Nominations, Elections, and Leadership Development Committee.

C. March Faculty Professional Development Highlights – March 11 & 12: Four workshops will be presented by Dr. Frank Harris, III, who presented at Fall Flex Day. Dr. Harris is returning to campus to present workshops on the topics of student equity, the effects of microaggressions on students of color, and serving underserved students; March 13: The Power of Our Data: highlighting the rich Mt. SAC data, data-driven student support initiatives, faculty sabbatical research, and new opportunities for faculty to become Data Coaches. March 27: 2-part workshop for faculty on Strategies for Effective and Inclusive Teaching: Engaging Students & Making Classrooms Fair and Inclusive; March 27: An opportunity for all faculty on campus to be part of a workshop on Strategies for Effective and Inclusive Teaching: Engaging Students & Making Classrooms Fair and Inclusive. A retreat for faculty from across campus to come learn together as a cross-discipline community of practice.

D. Brown Act – A few members of Senate leadership have attended trainings on the Brown Act over the last year and we are working to ensure that our meetings are Brown Act compliant. All Senate meetings are open meetings. We welcome attendance and public comment. We are working to have meetings that are welcoming and collegial, while remaining effective in moving through our agenda and addressing our goals and priorities.

E. Equivalency Committee Report – The Equivalency committee is moving forward to make changes to the process for granting equivalencies to the Minimum Qualifications to ensure alignment with state law, regulations, and the intent of the equivalency process. One of the changes is to report all granted equivalencies to the Board in our monthly report.

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

A. Current Negotiations – President Sholars stated there was no written report but that a “State of the Union” report was sent to faculty on February 21, 2020. Negotiations are not finished and another meeting is set for Friday, March 6. We are still working on Salary and Employee Contract Benefits. Once negotiations end, the FA Negotiation Team (FANT) will review the proposal with the Executive Board and they will make a decision whether to support ratification or not. The FA will share the information with the Representative Council and the FA will hold forums (**March 9** from 9:30-11:00 a.m. Founders Hall; **March 10** from 1:30-3:00 p.m. Founders Hall; **March 11** from

3:00-4:30 p.m. in 6-160; **March 12** from 1:30-3:00 p.m. in 6-160) to review the proposed agreement. A vote will then be sent out to all faculty members. This means that the earliest faculty will see a raise for this year will be June. Any agreed to and ratified increases will be retroactive to July 1, 2019.

B. Next Negotiations – Our next negotiations will only be re-openers (Salary and Health and Welfare Benefits). Each team can only bring in two articles that they believe need to be addressed. We will also bring in items that are mutually agreed to by both teams. At this point those include Class Cancellation Policy (Article 10.D) and Adjunct Evaluation Process for adjunct faculty without rehire rights (Article 18.L.).

C. Negotiations Survey – The FA Executive Board has reviewed the results of the Negotiations Survey. One of the topics that received the most interest was safety and how to protect faculty. This was one of our openers this year but due to time constraints, we did not get to it. The Executive Board believes that the Safety Article should be one of our openers in the next negotiation round.

D. Schools and Communities First Initiative – This initiative will not raise your property taxes. It protects homeowners, small businesses and agriculture. It would raise taxes on corporations to a level that is commensurate with the level that homeowners are paying. This initiative, if passed, would add from \$4B to \$12B to our schools, community colleges and communities. The proposed split that schools (including community colleges) would see is 40% of that money. Through the Prop 98 split, community colleges will see about 11% of that. According to CTA's estimates off of the highest amount possible from the initiative, Mt. SAC could receive up to \$14.1M ongoing. If you have not signed a petition, please sign.

E. Puttin' on the Hits – This is our 22<sup>nd</sup> year raising funds for financial awards to our students. This year the show is scheduled for March 21, 2020 at 3 p.m. and 7 p.m. Please purchase tickets, support our students and attend this performance! Inform your students of this great opportunity to see faculty, staff, managers, and Board of Trustee members on stage recreating some famous performances. Tickets are on sale now at <http://tickets.mtsac.edu>. If you cannot attend, your donation is tax deductible. Make checks out to FASAF (Faculty Association Student Achievement Fund).

F. FA Elections – FA elections will be coming up soon and nominations open March 3. This year we will be holding elections for FA Vice President, FA Secretary, and FA Treasurer, as well as 3 full-time director positions and 1 adjunct director position. We will also be electing our representatives for the NEA RA July 2021 and our Service Center One (ScONE) representatives. If interested in running for one of these offices, please contact Phil Wolf, Elections chair, at [pwolf@mtsac.edu](mailto:pwolf@mtsac.edu).

G. CCA Spring Conference and WHO Awards – CCA's Spring Conference and WHO Awards are April 24 – 26 at the Hilton in Irvine, California. At this conference, we will be electing a Secretary and Treasurer for CCA, as well as honoring WHO Award winners from across the state. If you are interested in attending this conference representing MSAC Faculty Association, please contact Joan at [jsholars5@gmail.com](mailto:jsholars5@gmail.com) by April 10.

H. Graduation – It looks like this year we will be back in our own stadium for graduation. The District is thinking that this will be the first major event at the new stadium. But many of you might remember that Eric Kaljumagi, former FA President, told you that faculty were not required to be at graduation again this year. When Joan reminded the District of this signed MOU (Memorandum of Understanding), the District wanted to know what they could do to get more faculty at graduation. So Joan signed a Side Letter with the District that gives a \$100 stipend to faculty who attend graduation. You will need to sign in for graduation, and if you take the \$100 stipend, you will not be able to use graduation as part of your Service to the College (Form H.11.).

I. Grievance Process – The FA is currently reviewing our grievance and dispute process. The goal is to try and settle any problems at the lowest level possible. Much of the FA's time is spent in HR working on faculty's issues. Both Emily Woolery and Joan represent faculty when HR is running a discrimination/harassment investigation.

J. Attend the 2/26 Board of Trustee Meeting – Joan asked faculty to attend the Board of Trustee meeting on Wednesday, February 26, to show support for you negotiations team. These negotiations have taken longer than any past negotiations. We are working on some of the most important issues to most faculty – salary

and health and welfare benefits. We need the district to know that the faculty is behind us and support us. Wear FA green or RED for ED on Wednesday, February 26. The FA needs YOU!

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

A. Negotiation Survey Results – A motion to suspend the rules and move Negotiation Survey Results to New Business was made seconded and carried. This will be an Action Item at the next Representative Council Meeting on April 7, 2020.

B. Election Timeline – Open Nominations – Elections were opened and the following were nominated: **VP** – Emily Woolery; **Secretary** – Liz Ward; **Treasurer** – Masoud Roueintan; **Full-Time Director** – Vicki Greco, Joshua Christ; **Adjunct Director** (2 year term) – Ellen Straw; **Division Adjunct Representatives** – Victor Garcia (Humanities), Scott Zine (Kinesiology), Joseph Lopiccalo (Arts), Marina McLaughlin (ESL/Non Credit); **Service Center One** – Liz Hernandez; **NEA Delegates** – Eric Kaljumagi.

## **XIII. New Business – Discussion Items**

A. Negotiation Survey Results – Joan will send the results to Representative Council members this week. One of the areas that ranked high in the survey was safety for faculty and students. This will be an Action Item at the next Representative Council Meeting on April 7, 2020.

B. Schools and Community First Resolution – The FA would like to propose a resolution in favor of the Schools and Community First Initiative. This will be an Action Item at the next Representative Council Meeting on April 7, 2020.

C. Calendar – There are two Calendar proposals: Calendar A and Calendar B. The FA Executive Board recommended (non-unanimously) Calendar A. In Calendar A, the Winter Session begins January 3<sup>rd</sup> and poses a problem for support staff who are necessary for setting up for lab classes. The District has agreed to pay these support staff for their work. Also, in Calendar A, Spring Session begins with a Monday Holiday. Calendar B finishes a week later than Calendar A and poses a problem for students matriculating and adjunct faculty who teach at other campuses. Please take the Calendar proposals back to your Departments and get their input. This will be an Action Item at the next Representative Council Meeting on April 7, 2020.

D. AP 3445 on Electronic Media – AP 3445 Accessibility of Electronic Media was provided to the Representative Council. Of concern is the implementation process (p. 3-5) which is a working condition. The AP 3445 Faculty Workgroup provided recommendations (p. 5) and recommends that we do not pass this AP until recommendations # 1-4 are implemented. This will be an Action Item at the next Representative Council Meeting on April 7, 2020.

## **XIV. Announcements**

- A. Next Executive Board Meeting – March 10, 11:30–1:00 in the FA Office.
- B. Next Adjunct Advisory Committee Meeting – March 17, 11:30–1:00 via ZOOM.
- C. Next Representative Council Meeting – April 7, 11:30–1:00 in Founders Hall.
- D. Next Board of Trustees Meeting – March 11, 6:30 pm in Founders Hall.
- E. Next CCA Conference – April 24 – 26 at Irvine Hilton.
- F. Next SCOne Council Meeting – March 11, 4:30-9:00 p.m. at the San Dimas Country Club.
- G. Puttin' On the Hits – March 21, 2020; shows at 3:00 and 7:00 at Sophia Clarke Theater

H. FA Achievement Award Packets – The FA Achievement Award Packets (Academic, Extra Curricular and CTE) are available on student’s portals, faculty portals, and at financial aid. Achievement Awards Ceremony is Saturday, June 12<sup>th</sup>.

**XV. Adjournment**

The meeting was adjourned at 1:00 p.m.

The minutes were respectfully submitted by Liz Ward, Faculty Association