

**MSAC Faculty Association
Representative Council Meeting
June 1, 2021 via Zoom**

Present: Aguilar, Alvarez-Galvan, Anders, Avila, Birca, Boyer, Burman, Burnett, Caldwell, Calzada, Chan, Christ, Crichlow, Davis, Daland, Doonan, Engisch, Esslinger, Ezzell, Greenberg, Heard, Hood, Howell, Hughey, James-Perez, Jones, Kaljumagi, Kirchgraber, Knapp, Komrosky, Kunkler, Landeros, Laverty, Lawton, Lopez-Alix, Lopez-Audra, Martinez, McIntosh, McLaughlin, Meyer, Nakamura, Necke, Ngo, Nixon, Ott, Pascoe, Pellitteri, Piluso, Ponce, Rivera, Rogus, Rojas, Roueintan, Staylor, Straw, Summers, Uyeki, Ward, Wasson, Wolf, Wood, Woolery.

Absent: Benoe, Berch, Chen, Condra, Cridland, Foisia, Garcia, Hamby, Holbert, Klein, LoPiccolo, Madrid, McKinney, Miho, Miller, Mullane, Olds, Padilla, Page, Pham, Richardson, Romero, Stringfellow, Thomas, Uranga, Velasquez, Virgen, Zine.

Guests: Andrews, Avila, Kolta, Quinn.

I. Call to Order and Approval of the Agenda

Emily Woolery called the meeting to order and a motion was made (Chan), seconded (Wolf) and carried to approve the Agenda with flexibility at 11:37 a.m.

II. Approval of Minutes

A motion as made (Chan), seconded (Howell) and carried to approve the minutes of May 4, 2021 with minor edits.

III. President's Report – Emily Woolery

A. Thank You – Thank you to all members, who have served the Faculty Association. Your participation in the Executive Board, Representative Council, negotiations, and committees is essential. This participation during the pandemic is even more appreciated. The FA wishes all faculty many moments of rest and peace during the summer intersession and break.

B. FA Elections – The FA Office staff, Susan Azelton and Vera Suwantararungsri, sent voting materials to all FA members. Voting materials explained the online voting process and informed members they may request a paper ballot. They also sent out election materials for one candidate. Phil Wolf, Elections Committee Chair, entered voting categories and voters. Voters were limited to FA members, who had shared a personal email address. Phil segmented voters by the following statuses: FT/PT and, if PT, by division. Colleagues noted that elections went well via the Simply Voting Platform. FA Elections commenced on May 18 – one day later than expected. Elections closed on May 29.

C. Commencement Day 2021 – Per a side letter agreement participation in 2021 Commencement celebrations is voluntary. Emily and Chisa Uyeki sent a joint email to faculty about participation. Approximately 60 professors have expressed interest in participating in the event.

D. Celebrations – The Faculty Association will recognize professors—adjuncts, newly tenured, and retired—with gifts, but will not hold a celebration this year. A list of all recognized professors is appended to this report.

E. Committees – Committee appointments will be presented to the FA Executive Board on June 8. Upon confirmation by the Executive Board, the FA will notify professors of their appointment. Training on committee membership will be provided in fall 2021.

F. FA Student Awards – The FA will issue awards to outstanding students in the following categories. The total expense for 2021 is \$5,500. These awards were made possible by past Puttin' on the Hits events, which was not held in 2020 or 2021. The FA will have to consider the next steps for these awards. The following are the FA Awards recipients: Academic: Samantha Nunguia - \$1000, Gavin Lee - \$750, Saurav Kshetri - \$500; CTE: Peng Chen - \$1000; Extra Curricular: Eduardo Gutierrez - \$1000, Gavin Lee - \$750, Jacqyelyn Bahna - \$500.

G. Membership – Between May 17-24, CTA notified the FA that we have 9 new members. According to Mt. SAC Payroll, we have 928 members and 514 non-members. Full-Time Professors: 405 members and 33 non-members. Adjunct Professors: 523 members and 481 non-members. Total of 928 members (64%) and 514 non-members (36%). The CTA membership database shows 939 active members and 659 non-members. The FA will conduct a membership project to clean up the discrepancy between FA and CTA numbers.

H. CTA Summer Institute Home Edition! – July 26 – 29, 2021 – The CTA Summer Institute has strands on: bargaining skills, communications, economic justice, emerging leaders, instruction and professional development, member benefits, member organizing, and school finance. The institute is complimentary to members this year, so the FA encourages all interested members to participate. Please contact Emily (erwoolery@gmail.com) if you wish to participate.

I. FA Office Staff – Vera Suwantarungsri submitted her resignation. Vera supported the FA in many ways, including processing membership and setting up events. Vera will be greatly missed.

J. Other Meetings – Emily has attended the following meetings: President’s Advisory Council – May 12, Board of Trustees Meeting – May 12, Academic Senate Executive Board Meeting – May 13, SEEC Summit – May 14, HR/FA Weekly Meeting – May 14, May 20, Academic Senate/FA Monthly Meeting – May 18, FACTS prep meeting with HR – May 19, Academic Senate Full Senate Meeting – May 20, FA Organizing Committee – May 20, New Faculty Seminar – May 21, VPHR/FA Monthly Meeting – May 24, VPI/FA Monthly Meeting – May 24, CTA – LA County Presidents Meeting – May 24, CCA Leadership Meeting – May 26.

K. Grievance Report – The following are current grievances: 1.) CTA is handling arbitration for a probationary professor, whose tenure was denied. 2.) Adjunct professors expressed concerns about seniority rights with scheduling. a.) The FA filed a Level 3 grievance. The District responded and FA is reviewing the response. b.) The FA and District are forming a workgroup to determine rehire rights and seniority. Other Concerns: The following items listed are not official grievances or disputes. This information is shared to give members an idea of concerns faculty are currently experiencing. Concerns are reported by full-time and adjunct professors. Professors have recently requested support with: • a student grievance filed through Student Life with complaints of discrimination; • a sexual harassment complaint against a manager; • the development of a negative environment following the recent hiring of a manager; • possible disciplinary actions taken by their manager; • harassment by a student; • distribution of committee assignments within their area.

L. Adjunct Faculty Honorees, Tenured Faculty and Retirees – A list of 2021 adjunct faculty honorees, recently tenured faculty and retirees was provided.

IV. Vice President’s Report – Vacant / No Report

V. Treasurer’s Report – Linda Chan

Treasurer Chan reviewed the September 1, 2020 – June 1, 2021 Treasurer’s report and stated that we have received Dues and Agency Fees from CTA and we are staying within our budget. Even though we have a slight surplus, we do have a substantial negotiations bill and AFAC to pay. Our FA 2021-2022 Membership Dues and Budget proposals are coming forward later in the agenda. We can use several line items including Social Activities and Adjunct Faculty Celebration to pay for gifts honoring our outstanding adjunct faculty, retirees and newly tenured faculty.

VI. Negotiations – Sandra Esslinger

A. Contract Negotiations – On May 17, 2021, the FA and the District met to negotiate. The FA presented their response to Article 27: Health and Safety and their Proposal for Article 19: Retirement to include and Education Code/STRS benefit option for the Reduced Workload Program.

B. Return to Campus Side Letter Negotiations – On May 13th we signed the 3rd Side Letter regarding the return to campus for full-time professors for fall 2021, including on-campus teaching requirement and obligation for minimum days on campus. The District and the Faculty Association shall agree to the following: 1.) Recognizing the contributions that professors make to the College through their reassigned time responsibilities, professors may use their reassigned time assignment towards their five (5) LHE on-campus load requirement. One (1) LHE of reassigned time requires one (1) regularly scheduled contact hour per week on campus and will be reported to the appropriate educational administrator. Under the conditions cited, Section 13.B.7.b shall be suspended for fall 2021. 2.) Fulfillment of the teaching assignment, reassigned time assignments (outlined in #1 above), and office hours may be served as a minimum of two (2) hours per day on campus for a minimum of two (2) days per week, but not more than five (5) days, for each week of the adopted calendar based on the following conditions: a.) The third day on campus obligation may be met through remote synchronous office hours in consultation with the area educational administrator. Professors may schedule synchronous office hours by appointment. b.) On campus office hours shall be proportionate to on campus teaching assignment, or on campus reassigned time assignment. There will need to be some clarification on this issue. Faculty would like the ability to move office hours to synchronous or online office hours if they already meet the 3 days per week mandate. 3.) Full-time professors, who participate in the interactive process with Human Resources and in consultation with their area educational administrator, may have the five (5) LHE on-campus load or the equivalent weekly contact hours requirement, as defined in Article 10.G.8 of the Collective Bargaining Agreement (CBA), reduced to a minimum of three (3) LHE on campus or the equivalent weekly contact hours, as defined in Article 10.G.8 of the Collective Bargaining Agreement (CBA). These accommodations shall not conflict with a full-time professor's contract load obligation or required equivalent weekly contact hours. The employee shall initiate the interactive process for a reduced on-campus load by submitting this form: <https://www.mtsac.edu/health/employeeesponse.html>.

C. Moving Forward – The Negotiation Team is still in discussion regarding many issues and nothing is off the table. Of note is the June 15th state recommendations for Higher Ed that will give us guidance moving forward. Remember that Side Letter negotiations addresses all faculty regardless what area you are in (Library, Educational Services, Student Services, etc.). Further clarification for returning to campus for counselors and librarians will be forthcoming. Sandra shared her statement from the point of view of lead negotiator that every member is important and their engagement and involvement is essential for a successful negotiation. Our union is a volunteer organization and we need everyone to get involved and be ready to help to make things happen. We need “all hands on deck.”

D. Public Comment – Amy Nakamura – Dance – On behalf of the Dance Department, Amy voiced her concern and hopeful solution towards rebuilding many programs that have been challenged during the pandemic. This past academic year, we have been given the approval to keep courses with a minimum of 12 students enrolled. As we move into the summer and fall return to campus, this will be a rebuilding year for many of us, not just in Dance, but across the ENTIRE Mt. SAC campus community. The Dance Department would like the support of the Faculty Association and Academic Senate for the continuation of lower enrollment numbers as we move into the 2021-2022 academic year. With a newly appointed VPI, is important to voice that all departments and programs are of great significance and value. We look forward to the return to campus and supporting our students on their educational goals.

VII. Old Business – Action Items

A. Student Awards – Students of Distinction – This year, the Executive Board has proposed giving each Student of Distinction \$100. There was a proposal to give additional FA funding but It was decided that no further recognition was needed.

B. 2021 – 2022 FA Budget – A motion was made (Ward), seconded (Wolf) and carried to approve the proposed 2021 – 2022 FA Budget with changes to Social Activities (from \$20,000 to \$10,000), Postage (from \$4500 to \$4000), and Conference and Training (from \$22,500 to \$15,000) that were reduced from last year's budget and Student Awards that was increased (from \$2000 to \$2500).

VIII. New Business – Discussion Items

A. 2021 – 2022 Member Dues Proposal – A motion to suspend the rules and make this an action item was made (Ward), seconded (Howell) and carried. A second motion was made (Howell), seconded (Burnett) and carried to recommend the increase of \$2.00/year (0.20 per month) to Full-Time faculty CTA dues in order to meet the CTA arbitration threshold of \$180 per year.

B. 2021 – 2022 Elections Results – The following are the FA 2021 – 2022 Elections results: President: Emily Woolery; Vice-President: Tamra Horton; Secretary: Vicki Greco; Directors: Eric Kaljumagi, Kristina Allende, Sandra Esslinger; PT Director: Herschel Greenberg; AFAC Representatives: • Business Division: Teresa Landeros • Hum/Soc: Ellen Straw, Natalie Solodjagin, Doug Mullane • Learning Resources/Student Services: Sandra Padilla • Non Credit: Marina McLaughlin, Patricia Cridland • Kinesiology, Athletics, Dance: Scott Zine (write-in candidate).

IX. Announcements

A. AFAC Event – Equal Pay for Equal Work: Pay Parity, AB 1269, and What it Means for Part-Timers: June 3 at 11:30 – 12:30 via Zoom.

B. Executive Board Meeting – Tuesday, June 8th at 11:30 am – 1:15 pm via Zoom.

C. Adjunct Faculty Advisory Committee Meeting – Tuesday, June 17th, 11:30 am – 1:00 pm via Zoom.

D. Board of Trustees Meeting – Wednesday, June 23rd, 6:00 pm via Zoom.

E. FA Event FACTS “Know Your Contract” – Thursday, June 24th 9:00 – 3:00 pm via Zoom.

F. Next Representative Council Meeting – Tuesday, September 7th 11:30 – 1:00 Location TBD.

X. Adjournment

The meeting was adjourned at 1:05 p.m.

The minutes were respectfully submitted by Liz Ward, Faculty Association

Other Reports – Due to time restraints, the following reports were provided but not reviewed

XI. Academic Senate Report – Provided by Chisa Uyeki

A. Approved Appointments – The following Senate appointments have been approved: • Title V Online Equity Coordinator, Oldooz Oli Mohammadi (Communication/Speech); • Accreditation Steering Committee, Chisato Uyeki (Library), 2021-2024; • Assessment & Matriculation, Elizabeth Casian (AMLA), 2021-2024; • Budget, Traci Ebue (Counseling), 2021-2024; • Curriculum & Instruction, Om Tripathi (PENG), 2021-2024; • Equivalency Committee, Joshua Christ (Theater); • Educational Design Committee, Barbara Mezaki (AMLA) 2021-2024; • Facilities Advisory Committee, Jennifer Hinostraza (Agriculture) 2021-2024; • Guided Pathways, 2021-2022: Shiloh Blacksher (Psychology), GPS Instructional Coordinator; Sara Mestas (Counseling), GPS Counseling Coordinator; Patricia Maestro (Counseling), Mapper; Michael Ngo (Counseling), GPS Noncredit Mapper; Emily Versace (Counseling), GPS Support; • Institutional Effectiveness Committee, Tiffany Kuo (Music) for Credit faculty at-large Sp 21 and 2021-2023; • Institutional Review Board, John Norvell (Anthro), 2021-2024; • Mapping & Catalog Committee, Eugene Mahmoud (PENG, LLR rep), spring 2021 and 2021-2024, Cristina Springfield (Library, LLR rep), spring 2021 and 2021-2022; • President’s Advisory Council, Chisato Uyeki (Library), 2021-2024.

B. Senate Elections – On May 6, 2021 the following Senate Exec Board members were elected: • Confirmation of President (2021-2022): Chisato Uyeki (Library); • Co-VP (2021-2023): Lance Heard (Administration of Justice); • Secretary (2021-2022): Sarah Nichols (Physics); • Directors (2021-2023): Bruce Nixon (Mental Health), Sara Mestas (Counseling & GPS Coordinator), Phil Wolf (Physics & DE Liaison).

C. Senate Actions – The following are the recent Senate actions: • Opened Nominations for Special Election of Senator-at-Large, 1 year term, nominations close at this week's senate meeting. • Proposed edits to AP/BP 4240 passed unanimously. • Fossil Fuel Divestment Resolution passed unanimously. • Credit ESL (AMLA) Adoption Plan passed unanimously. • Proposed Senate Meeting Calendar 2021-2022 passed unanimously. • SPOT Reinstatement Proposal. • Assessment and Matriculation Recommendation passed to add PSYC 10 as Math option for Psych Majors. • Dual Enrollment: Registration Considerations- Passed: *When Dual Enrollment students are no longer "Special Admit" students and register at Mt. SAC for their first Summer or Fall course after they graduate high school, they will be considered continuing students (rather than new students) for the purposes of their registration date. This will allow for the units they completed while in the Mt. SAC Dual Enrollment /Special Admit program to be taken into account for determining their registration priority. Implementation of this change should not impact the students' ability to participate in Promise Plus.*

D. ASCCC At-Large Executive Board Member – Senate Exec Board acted on behalf of the Full Senate to pass a timely resolution to support Lance Heard's nomination to ASCCC At Large Representative, and Lance was elected!

E. Ethnic Studies – Because of the requirement from CSUs that all Area F courses have an Ethnic Studies Prefix we want to be sure to protect the integrity of the discipline of Ethnic Studies as separate (although related) to the five CSU Area F core competencies (3 of which are required for courses to meet Area F). There is also an immediate need Ethnic Studies discipline faculty to write curriculum and develop the Ethnic Studies Program. With this in mind we requested, and were granted a one-year temporary emergency faculty hire in Ethnic Studies to begin in Fall 2021. The discipline will be situated with the History Department.

F. Hacked Class Registrations – Mt. SAC and other California Community Colleges have been subject to issues with registrations that never result in actual students. IT is working on validation protocols, but it is challenging because it is not a locally originated issue. We cannot block the registrations because they are coming from CCC Apply. It is speculated that some previous hacking of CCC Apply was towards the goal of getting an .edu email, but this now it has escalated to registering for classes. This seems to have begun happening with the late added late start classes this semester. The goal is not clear- but an actual student never materializes and the accounts have empty profiles with no canvas activity.

G. Outdoor Study Space – Outdoor study space is available (space outside the Mountie Café) by appointment. Dr. Yamagata-Noji reported students are very pleased to be on campus. Snacks, water, and wifi are provided. 30 students can be accommodated at a time.

H. Emergency Grants for Students – Emergency Grants for Students with critical needs continue to be available. If you become aware of a student in need you asked to refer the students using the linked form. To make a referral, you will need to complete the CARES Emergency Grant Referral Form at <https://www.mtsac.edu/financialaid/forms/2021/fa-cares-act-referral-form.pdf>.

I. Committee Openings – Chisa encourages all faculty to participate in a college committee or council. To express interest in an appointment to a committee or council please fill out the Committee Interest Form. Information on most shared governance committees and councils are available on the Committees webpage. If you have a committee term that ends in June 2021 and you are in your first or second term and are interested in continuing please send an email to Michelle Ravel mravel@ and Chisa, cuyeki@ so we can consider your interest in planning for next year's appointments.

J. Accreditation Steering Committee 4/2/2021 – Reviewed draft timeline for the 2024 Institutional Self-Evaluation Report ISER 2024 Timeline. Support staff is going to be provided for the accreditation team.

XII. Adjunct Faculty Advisory Committee – Provided by Herschel Greenberg/Judy Lawton

A. AFAC Permanent Committee – AFAC was voted by Rep Council and became a permanent committee.

B. AFAC Workshop – Title: Equal Pay for Equal Work: Pay Parity, AB1269, and what it means for Part-Timers. Day and Time: Thursday, June 3rd at 11:30am – 12:30pm. POD Description: Join us and learn about AB 1269 and parity for adjunct! This informative workshop will focus on AB 1269’s attempt to bring equal pay for equal work. Data and information will be provided by AFAC directly from the CCA Spring Conference. Find out how to support this bill! This workshop will contain Part 1: History and Part 2: Action step. This workshop will also contain slides from the Spring CCA conference.

C. Part Time PGH – We discussed how part-time PGH now can be claimed on Smartsheet thanks to Tamra’s work on this.

D. Know Your Contract Workshop – We discussed Tamra’s “Know Your Contract” workshop, which is scheduled for Thursday, June 24th. There will be a training on June 21st at 9am training for those helping to run the sessions. Two workshop categories were discussed: Rehire rights and Evaluations. Tamra is working on a schedule. AFAC members volunteered to help run the two workshops.

E. Updates from Departments/Divisions – AFAC discussed office hours affecting adjunct and we discussed adjunct voting rights in departments.

F. Goals for Fall – Workshop ideas: Unemployment workshop in December; Increasing membership and advocacy

G. June Meeting – AFAC’s next meeting will be on Thursday June 17th at 11:30am.