

**Mt. San Antonio College Faculty Association
Representative Council Meeting Minutes**

June 7, 2022

11:30am – 1:00pm via Zoom

Attendance: Allende, Alvarez-Galván, Anders, Birca, Blacksher, Burman, Cannon, Crichlow, Daland, DePaola, EcheverriaNewberry, Engisch, Espy, Esslinger, Ezzell, Foisia, Greco, Greenberg, Heredia, Hernandez, Horton, Kunkler, Lackey, Lancaster, Landeros, Lawton, Leader, Lopez (Alixandria), Lopez (Audra), Meyer, Mullane, Nakamura, Ngo, Pellitteri, Ponce, Pulido, Quinn, Rivera, Solodjagin, Springfield, Straw, Summers, Thay, Uyeki, Wasson, Wolf, Wood, Woolery

I. Call to Order

The meeting was called to order at 11:38am.

II. Approval of [Agenda](#) with Flexibility

A motion was made to approve the agenda with flexibility (Alvarez-Galván) and seconded (Wolf). The Organizing Report was moved to stand alone under a new VI. The amended agenda was approved with flexibility: 40 in favor, 0 opposed, 1 abstention.

III. Approval of [Minutes](#) – May 3, 2022

A motion was made to approve the minutes (Alvarez-Galván) and seconded (Allende). The minutes were approved: 29 in favor, 0 opposed, 2 abstentions.

IV. Reports

A. President - Emily Woolery

1. Faculty Association Executive Board – Thank You and Welcome

Emily thanked the outgoing executive board members Herschel Greenberg, Luisa Howell, and Judith Lawton for their many years of service to the FA and all that they have done to support their faculty colleagues. On behalf of the FA Executive Board, Emily welcomed the new directors: Teresa Landeros, Marina McLaughlin, Loni Nguyen, John Pellitteri, and Tony Rivas.

2. Side Letter Agreement - Summer 2022

The FA and District continue work on a side letter agreement with its next meeting on June 7. Current issues include transition to temporary synchronous zoom and remote assignments for counselors, instructional specialists, and librarians. The District must follow requirements of the Los Angeles County Department of Public Health (LACDPH). Campus administration is waiting to see if the LACDPH requires masking again. Additionally, the District will continue COVID testing and vaccination clinics.

3. Contract Negotiations - Full Negotiations

The FA Survey Committee recently sent their request for survey items. Survey responses will inform the FA's sunshine proposal to the District with respect to full negotiations. Responses also allow the FA Executive Board to

prioritize negotiations items. Please send survey items to Eric Kaljumagi at kaljumagi@msac-fa.org by June 18.

4. Canvas Merged Shells

The District formed a work group related to the merging of canvas shells. The FA will appoint two faculty to the work group. Emily has received interest from faculty and will make those appointments soon.

5. Emily wished everyone a wonderful summer.

Regarding side letter negotiations, Stephen Lancaster asked that provisions for faculty having the authority to require masks at their discretion if masking indoors is not a campus mandate, and also recommended that the FA get the District to publicly announce that masking requirements could loosen if conditions improve so that students are aware that changes could occur mid-term as they register for classes. Luis EcheverriaNewberry expressed concern about fall semester conditions of remote work for online counseling assignments not yet being negotiated. Vicki Greco also expressed support for an agreement that permits faculty to require masks in their personal work space, and also stated concern about no agreement for the fall semester work conditions for online counseling and other non-classroom assignments. Sandy encouraged people to submit items for the negotiations survey.

B. Vice President - Tamra Horton

1. FACTS Workshops

- FACTS: Budget Review

Robin Devitt along with the FA provided a follow-up to the State of the Union FACTS workshops, this one focusing more specifically on COLA, the State's budgeting process, and Mt. SAC's budgets previous and current years, with an emphasis on current negotiations efforts. The workshops were held on Thursday, May 5, 9-10 a.m. and Friday, May 6, 4:30 – 5:30 p.m. Approximately 20 people attended both.

- FACTS: Preparing for Retirement

Payroll Director Richard Lee, Human Resources Operations & Employee Services Director Alexis Carter, and Retirement Specialist JenMay Anol provided an overview of the steps faculty take in preparation for retiring from Mt. SAC. It was rescheduled to Tuesday, May 31, 2 – 3 p.m. Approximately 35 people attended.

- FACTS Day

A day of FACTS workshops is in the planning stages. It will be organized similarly to last year's which was held on Thursday, June 24, 2021 and provided 12 workshops targeting full-time and part-time faculty. This year's date is TBD.

2. Summer Vacay with the FA: A [flier](#) was distributed.

3. Faculty Association Out and About: A [flier](#) was distributed.
4. SPOT Stipends

Tamra reported on the shift in personnel that caused a stoppage of these payments. The district has been made aware of this and is moving forward. Most pending adjuncts' payments are going out this month. Those adjuncts who have earned SPOT but have not yet had a class assignment won't be paid until they have their first class assignment. Tamra is working with HR to identify full-time faculty who have not yet earned PGI to cross reference with the list of those who have recently earned SPOT but not yet received the stipend. It is important to ask them whether they want the hours towards PGI or the stipend.

C. Treasurer - Maya Alvarez-Galván

1. Maya presented the current [financial statement](#). Maya pointed out the budget lines that had been approved for increases by the Rep Council and also reminded everyone that she does not yet have direction on how to document the \$45,000+ expenses for 2020-21 negotiations in the budget, as the expenses far exceeded the approved budgeted amount.
2. Maya provided a written and oral report with the following information:
 - a) Significant progress on some big projects
 - (1) The audit is completed, and a draft of the report is sitting in GoogleDrive awaiting approval by the executive board.
 - (2) The taxes for 2021 are completed and the scheduling of a meeting with the accountant is being worked on.
 - (3) Maya sorted through the State Workers Compensation Insurance. She had to reapply and start a new account. It is now paid, and the FA is now insured.
 - (4) Maya received a pile of forms (460) that the LA County Registrar's Office returned to the FA. There were 4 years of filings that were submitted incorrectly. These are forms that must be filed semi-annually under normal years, and more frequently if we are running a campaign. Maya is currently amending them and resubmitting them, which is a time consuming process.
 - b) Issues still pending
 - (1) Maya is still not listed on any of the accounts as an authorized user. That means she cannot sign checks, contact the bank to ask questions (she has several), cancel checks, or get missing bank statements so she can reconcile some of the accounts that have not been reconciled.

- (2) Maya is working on re-submitting the 460 forms.
- (3) Maya needs to know what to do with some of the categories in our budget, such as the 2020-21 Negotiations expense of over \$45,000.
- (4) There are over 4 years of unreconciled expenses in QBs that the accountant has offered to resolve. This will cost money to have a professional clean up our books.

V. [Negotiations Report](#) - Sandra Esslinger

Sandra encouraged members to engage in Organizing to support negotiations. In response to a member's question, S. Esslinger stated that the FA team is negotiating for the remaining 2.76% COLA for 21-22 and for it to be retroactive to July 1, 2021. The FA team is continuing to negotiate for increased health contributions, and it was stated that middle administration and CSEA employee groups receive \$6200-plus more than the faculty to cover their families' health plan premiums, resulting in far greater out of pocket expenses for faculty.

VI. Organizing Report - Maya Alvarez-Galván

- A. Maya provided an oral and written [report](#) that includes information about past and upcoming activities.

VII. Old Business – Action Items

- A. a. 2022-2023 FA Budget Proposal

A motion was made to approve the 2022-2023 proposed budget (Allende) and seconded (Lancaster). Maya presented the proposed budget and answered questions concerning the line items social activities, Insurance, and Adjunct Activities. The motion passed: 32 in favor, 0 opposed, 3 abstentions.

VIII. New Business – Discussion Items

- A. [2022-23 Membership Dues](#)

Treasurer Maya Alvarez-Galván presented the membership dues structure for 2021-22 and is recommending no changes. A motion was made to suspend the rules (Horton) and seconded (Greco). The motion passed: 30 in favor, 1 opposed. A motion was made to approve the recommendation of making no changes to the dues structure (Allende) and seconded (Meyer). The motion passed: 35 in favor, 0 opposed, 1 abstention.

- B. 2021-2022 FA Budget Revisions – Transfer funds to Certificate of Deposit (CD)

Treasurer Maya Alvarez-Galván explained the need to transfer funds from First Financial Credit Union into a CD at another bank because the FA currently has more than the maximum \$250,000 that a bank insures. A motion was made to suspend the rules (Horton) and seconded (Wood). The motion passed: 39 in favor, 0 opposed, 2 abstentions. Stephen Lancaster recommended that the FA keep under \$200,000 in *First Financial Credit Union. A motion was made to transfer all except \$200,000 to

another bank (Horton) and seconded (Greco). The motion passed: 36 in favor, 1 opposed.

- C. Recommendation on COVID-19 Mandates: The item was not addressed due to time constraints.
- D. [2022-23 Meeting Calendar](#)

Agenda flexibility allowed for Item D to precede Item VIII.C. due to meeting time constraints. A motion was made to suspend the rules (Horton) and seconded (Meyer). The motion passed: 38 in favor, 0 opposed. A motion was made to approve the calendar (Rivera) and seconded (Horton). The motion passed by acclamation.

- E. Academic Senate [Resolution 22-02](#) - Greater Use of Telecommuting and Digital Processes: The item was not addressed due to time constraints.
- F. FA [Resolution 22-XX](#): Equality in Working Conditions: The item was not addressed due to time constraints.

IX. Other Reports

- A. Academic Senate: A [written report](#) was distributed.
- B. Adjunct Faculty Advisory Committee: A [written report](#) was distributed.
- C. CCA Director J Report: No report.
- D. CTA State Council Report: No report.

X. Announcements

- A. FA Organizing: June 7, 8, 9 – see details in [Organizing Newsletter No. 3](#)
- B. Negotiations Meeting: June 13
- C. Board of Trustees Meetings: June 22, July 13, and August 10
- D. Executive Board Meeting: August 30 at 11:30am – 1:00pm
- E. Representative Council Meeting: September 6 at 11:30am –1:00pm

XI. Adjournment

The meeting adjourned at 1:01pm.

Respectfully submitted:

Vicki Greco