

Mt. San Antonio College Faculty Association
Representative Council Meeting Minutes
November 1, 2022 | 11:30am – 1:00pm via Zoom

Attendance: Allende, Alvarez-Galván, Anders, Ash, Birca, Blacksher, Burman, Caldwell, Chen, Coreas, Crichlow, Echeverria-Newberry, Engisch, Espy, Esslinger, Ezzell, Foisia, Fukusumi, Geiger, Gethers, Greco, Grimstad, Guo, Horton, Kaljumägi, Komrosky, Lackey, Lancaster, Landeros, Leader, Lopez, Maestro, Martinez, McKennon, McLaughlin, McLeod, Meyer, Miho, Mrofka, Nakamatsu, Ngo, Nguyen, Pellitteri, Perea, Ponce, Powell, Quinn, Richardson, Rivas, Rojas, Salinger, Shear, Straw, Summers, Wasson, Willis, Wolf, Wood, Woolery

I. Call to Order

President Emily Woolery called the meeting to order at 11:37am.

II. Approval of Agenda with Flexibility

A motion was made to approve the agenda with flexibility (Blacksher) and seconded (Rivas). The motion passed: 39 in favor; 0 opposed.

III. Approval of Minutes – October 4

A motion was made to approve the minutes (Blacksher) and seconded (Allende). A correction to the attendance was made to include FA Representative Aaron Salinger. The minutes were approved with the amendment: 29 in favor; 0 opposed; 2 abstained.

IV. Reports

A. President - Emily Woolery

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

1. Faculty Association (FA) Executive Board

At the October 11 meeting, the board:

- reviewed the negotiations survey, and will forward it to faculty this month
- approved delegates for the CCA Fall Conference – Vanessa Garcia, Victor Garcia, Al Kirchgraber, Kenneth Lambright, Judith Lawton, Anna Mc Kennon, Ellen Straw, and Emily Woolery
- approved and placed on the Representative Council agenda:
 - FA bylaws revisions
 - final Treasurer's report for 2021-2022

At the October 25 meeting, the board:

- approved a pay increase of \$0.61 per hour for the FA office staff, Vera Suwantarungsri
 - Note: With this increase, Vera will earn \$22.61 per hour. The increase follows past practice of increasing office personnel pay at the same percentage of COLA or salary increases. This new rate stays within the previously approved budget for office staff.
- agreed to create a task force to explore conducting evaluations of managers

- approved replacement of computers in FA office
 - approved and placed on the Representative Council agenda:
 - Organizers for Winter / Spring 2023
 - Mascot and Moniker – support of Academic Senate Resolution
2. FA Bylaws Review Sessions
- To prepare for an upcoming agenda item on revisions to the FA bylaws, two information sessions are scheduled. The FA Governance Committee had met with CTA several times for advice on amending the bylaws after which the executive board held two meetings with CTA for further discussion and direction.
- Wednesday, November 16: 1:30 – 2:30 pm
 - Thursday, November 17: 5:30 – 6:30 pm
3. FA Appointment Opportunities
- Contact Emily Woolery if you are interested in serving in these roles:
- Smoking on Campus Workgroup: BP 3565 and AP 3565 were revised with the College establishing a smoke, vapor, and tobacco-free environment. Implementation will occur in spring 2022 or fall 2022.
 - Mascot Workgroup: This workgroup will select a consultant and oversee the process to select a new mascot. The implementation timeline is to be determined.
 - Manager Evaluation Task Force: This task force will explore manager evaluations developed by the FA.
4. Contract Negotiations
- a) 2021-22 Negotiations: The Board of Trustees approved contract changes at their October 12 meeting. We expect to see COLA increases and retro payments on:
- (1) COLA increases: by 11/10
 - (2) Retro payments for the period 7/1/22 – 9/30/22: by 11/30
 - (3) Retro payments for the period 7/1/21 – 6/30/22: by 12/15
- b) 2022-23 Negotiations: Negotiations will begin on November 4.
5. FA Work Groups
- The FA has work groups with the district on the following topics:
- a) Article 18 and DEI: The work group met on October 7 and 21 and are continuing to review faculty expectancies to identify where DEISA can be added. The work group has reviewed expectancies for classroom faculty, coaches, counselors, librarians, and department chairs.
 - b) Appendix E: The work group met on October 10. Human Resources is contacting incumbents to confirm duties for these reassignments.
 - c) Merged Canvas Shells, RSI, and Other: This group met on October 13 and 27. FA members report ongoing discussion on multiple topics, such as merged shells and FERPA. Executive board member Roger Willis (Academic Senate President) reported that at a recent Academic Mutual

Agreement Council (AMAC) meeting, the district was attempting to convince the Academic Senate leadership to agree that the matter is not one of mutual agreement under 10+1 and that it is solely a matter of working conditions. President Scroggins stated that the district will be pursuing a final decision on the issue by the end of the current semester through side letter negotiations with the Faculty Association.

6. Contract Interpretation and Employee Relations

President Woolery and Vice President Horton have supported faculty with multiple questions, including the following: accommodations and leaves; adjunct faculty and reassigned positions; adjunct faculty participation in department meetings; benefits allowance and healthcare premiums; classroom visitation evaluation; discrimination complaints; final exams for hybrid classes; professional growth increment and hourly incentive; and synchronous office hours.

A question was asked by a Council member about a recent error following the open enrollment period for employee health benefits which resulted in many faculty receiving notification letters from the CalPERS Health Program that their medical insurance will be canceled effective January 2023. President Emily Woolery responded that she has been in contact with Human Resources Director Alexis Carter, who confirmed that it was an error and was being corrected. FA Representative Jennifer Leader shared that Human Resources personnel communicated that it was an error made by American Fidelity. Every faculty member who was affected should have received communication from Human Resources that the error was being fixed and assurance that their medical insurance would remain in effect for 2023.

B. Vice President - Tamra Horton

Tamra distributed a [written report](#).

Amy Scaccia, adjunct counseling professor in the ACCESS Program, was the winner of the *FA Out and About* restaurant raffle for October's event.

C. Treasurer - Maya Alvarez-Galván

The [FA's financial statement](#) dated September 1, 2022 - November 1, 2022 was presented and distributed. Maya reported that the first payment of membership dues was received and does not know why the amount is significantly decreased from past years. Conferences are the largest expenses to date. Maya has a meeting on the upcoming Thursday, 11/3, for the annual audit. She is continuing to work with the IRS to correct the FA's tax problems from the past several years.

V. Negotiations Report - Sandra Esslinger

Lead Negotiator Sandra Esslinger provided an oral report. Negotiations for the 2022-2025 Faculty Contract will begin this Friday, November 4, and continue every other Friday from 9-1pm. This afternoon the FANT will set an agenda with the district for the first negotiations session, which usually comprises calendaring meetings, norming the process, and defining interactions. Proposals generally start the second meeting after this business is settled. Currently, the FANT is working on strengthening the Academic Freedom language in the contract. The FANT is utilizing resources from the AAUP and is working on adopting the AAUP

1940 Statement, which has become the professional standard in academics. The FANT has reached out to Academic Senate President Roger Willis for consultation. Roger recommended that the FANT contact Political Science Professor Kelly Rivera, who has provided in depth feedback.

On October 31, 2022, the FA and District signed an MOU on Article 8 for 2-party and family annual health benefits contributions to equal the management employee group's annual contribution amount. The contribution allowance is retroactive to July 1, 2022. The decreases in opt-out amounts will not be retroactive.

VI. Old Business – Action Items

A. Academic Calendar Recommendations

2024-2025: The executive board does not have a recommendation. President Emily Woolery had consulted with CSEA employee groups and learned that Option B has Flex Day scheduled on the same date as the Classified Professional Development Day. Emily presented the two options: Calendar Option A and Calendar Option B. Emily asked the Representative Council if there was any opposition to voting on the two calendar options. No one was opposed. The vote took place via Kahoots. The results were as follows: Option A received 38 votes (79%); Option B received 9 votes (19%); 2 representatives abstained.

B. Recommendation on COVID-19 Mandates

A motion was made to create a task force to explore the current district COVID-19 policies and practices and to make COVID-19 recommendations to the Faculty Association (Alvarez-Galván) and seconded (Anders). The motion passed: 29 in favor; 10 opposed; 5 abstained. Anyone interested in serving on the task force is asked to contact FA President Emily Woolery.

VII. New Business – Discussion Items

A. Academic Senate Resolution 22-02 – Greater Use of Telecommuting and Digital Processes

President Emily Woolery shared information that the executive board voted in support of the [resolution](#) during the spring 2022 semester and communicated that support at a Board of Trustees meeting.

B. FA Resolution 22-XX – Equality in Working Conditions

The [resolution](#) was presented. A FA Representative cautioned about ensuring the Resolved(s) are clearly stated to avoid any inadvertent undesirable effects, e.g., all faculty having to perform online/virtual assignments from campus.

C. Bylaws Recommendations

President Emily Woolery shared a summary of proposed amendments to the FA Bylaws based on multiple conversations with and direction from CTA. The amendments consist of voting rights being based on holding a locally elected FA position; FA Officers all being 2-year terms and for the terms to be staggered; and moving the Adjunct Faculty Advisory Committee (AFAC) to the FA Standing Rules. AFAC is a locally created committee, and the FA has been advised that local policies should go into the Standing Rules and not Bylaws. Tamra is drafting a copy with all amendments made in the correct

format and will be available for the Representative Council to view. The amended bylaws will be presented and shared in detail at the information meetings on November 16 and November 17.

D. Final Treasurer's Report 2021-22

Treasurer Maya Alvarez-Galván presented the [Final Treasurer's Report](#) for 2021-22. Maya pointed out the negotiations expense for that year that was beyond the approved budgeted amount. Since no direction was provided from the Representative Council on how to document the expense, it is listed separately at the bottom of the report. A motion was made to suspend the rules to take action on the item at today's meeting (Wolf) and seconded (Meyer). The motion passed: 37 in favor, 2 opposed; 3 abstained. A motion was made to accept the Final Treasurer's Report (Ash) and seconded (Wolf). The motion passed: 42 in favor; 0 opposed; 4 abstained.

E. Organizers for Winter/Spring 2023

Emily Woolery presented the [written proposal](#) for continuing compensation for Lead Organizers, Maya Alvarez-Galván and Ellen Straw, during winter 2023 and spring 2023 terms. Emily stated that the compensation will likely be able to come from the LHE provided for by the District per Article 23 in the Faculty Contract.

F. Manager Evaluations – Creation of a Task Force

The executive board is recommending the creation of a task force to explore a manager evaluation process that is implemented by the Faculty Association. A member of the Representative Council shared that they have been provided opportunities through the years to evaluate administrators to whom they report; however, other Council members voiced that, despite long tenures at the College, they have not been given the opportunity to participate in the evaluation of their administrators.

G. Mascot and Moniker – Support Academic Senate Resolution: The item was not addressed due to time constraints.

H. Increase to the FA Budget for Accounting and Auditing Expenses: The item was not addressed due to time constraints.

VIII. Other Reports

- A. Academic Senate
- B. Adjunct Faculty Advisory Committee
- C. CCA Director J
- D. CTA State Council
- E. Organizing Leads

IX. IX. Announcements

- A. FA Open House for Part-time Faculty, Nov. 3 @ 1:30pm-2:30pm via Zoom
- B. FA Out and About: Repertory Dance Concert, Nov. 5 @ 7:30pm, Sophia B. Clarke Theater
- C. Executive Board Meeting: November 8 @ 11:30am – 1:00pm
- D. Board of Trustees Meeting: November 9 @ TBA
- E. The Japanese American Museum: Nov. 11 @ 11:00am: The FA can fund 15 faculty to attend.
- F. Board Study Session: Nov. 12

- G. Rep Council Meeting: Nov. 29 @ 11:30am-1:00pm
- H. The Outsiders: Feb. 23, 2023, La Mirada Theatre for the Performing Arts
- X. Adjournment
 - The meeting adjourned at 1:00pm.

Respectfully submitted,

Vicki Greco
Faculty Association Secretary