

Mt. San Antonio College Faculty Association
Representative Council Meeting Minutes - Approved
December 5, 2023 | 11:30am – 1:00pm via Zoom

Attendance: Alvarez-Galván, Anders, Barry, Basilio, Burman, Caldwell, Christ, Cummings, Curva, Echeverria-Newberry, Ellwood, Engisch, Espy, Esslinger, Ezzell, Garcia, Geiger, Gernhart, Gethers, Greco, Golden, Heredia, Hoffman, Hood, Horton, Kaljumägi, Knapp, Lackey, Lancaster, Landeros, Loera-Ramirez, Madrid, Martinez, McFarlin-Stagg, McKennon, McLaughlin, McLeod, Meyer, Mezaki, Miho, Nakamatsu, Nguyen, Nixon, Pellitteri, Perea, Perez, Ponce, Powell C., Powell S., Quinn, Richardson, Rojas, Salinger, Shear, Springfield, Straw, Wasson, Wood, Woolery

I. Call to Order

President Emily Woolery called the meeting to order at 11:34am.

II. Approval of Agenda with Flexibility

A motion was made to approve the agenda with flexibility (Landeros) and seconded (Wood). The minutes were approved with flexibility.

III. Approval of Minutes – November 7

A motion was made to approve the November 7, 2023 meeting minutes (Nixon) and seconded (Caldwell). The minutes were approved.

IV. Reports

a. President – Emily Woolery

President Emily Woolery distributed and presented a [written report](#). President Woolery informed the Council that three (3) of the five (5) [Core Inquiries](#) identified by the ACCJC Review Team may need FA input: Core Inquiry 1: Human Resources evaluation processes; Core Inquiry 2: Evaluation of governance processes; and Core Inquiry 3: Ensuring regular and substantive interaction. The Executive Board took actions on several matters, including the approval of a 10% pay increase for the FA Office Staff, Vera Suwantarungsri, and the approvals of committee appointments, CCA Winter Conference Delegate appointments, and conference and travel reimbursements. For more details, refer to the written [report](#).

President Woolery announced that the FA elections for 2024-2025 will occur during the Spring Semester, with the following open positions: Vice President, Secretary, Treasurer, 3 Full-time Directors, 1 Part-time Director, AFAC Representatives, Service Center One Council Representative, and NEA Representative Assembly Delegates (July 2-6, 2025). The anticipated timeline involves the opening of nominations on March 5 and the closing of nominations on April 2.

b. Vice President – Tamra Horton

Vice President Tamra Horton distributed and presented a [written report](#). The [Level Four Grievance Determination](#) was shared in the meeting folder in addition to information about the progress and outcomes of other grievances. Tamra announced that she will not be running for the office of Vice President for next year and encouraged members of the Representative Council to consider running for office.

c. Treasurer – Maya Alvarez-Galván

Treasurer Maya Alvarez-Galván presented and distributed the current [financial statement](#). Slightly more than \$8000 of the \$20,000 budget for Social Activities and

nearly \$6000 of the \$20,000 budget for Conferences, Training, and Retreats have been spent. Membership dues have yet to be reflected on the bank statements received to date.

V. Negotiations Report – Sandra Esslinger

Lead Negotiator Sandra Esslinger reported that the updated salary schedules have been posted online by Human Resources. President Woolery and Vice President Horton will be checking the accuracy of the salary schedule calculations. Different schedules based on full-time annual contract days and if receiving PGI, SPOT Certification, and both PGI and SPOT Certification have been calculated and posted to meet STRS's pension requirements. If faculty observe that their pay is incorrect, the faculty should first contact the assigned payroll technician and, if resolution is not achieved, then request assistance from President Woolery and Vice President Horton. The 2023-2024 Reopener Negotiations Survey went out to all faculty. Responses to the survey will advise the Faculty Association Negotiations Team.

VI. Old Business – Action Items

There were no Old Business items to consider.

VII. New Business – Discussion Items

a. 2025-2026 Academic Calendar

President Emily Woolery distributed the proposed [2025-2026 academic calendar options](#). The Calendar Committee proposed two calendar options and Calendar Committee Mike Hood presented the options. The differences between the two options are the start and end dates of the fall semester, with Option 1 having a fall semester start date of August 25 and end date of December 14 and Option 2 having a fall semester start date of August 18 and end date of December 7. A question rose about Saturday, November 29 and Sunday, November 30 being designated as observed holidays on the proposed calendars, which would have an adverse impact on science lab classes scheduled on the weekend days. Mike Hood said that the Calendar Committee assumed that those dates were designated as holidays but could not confirm if it was accurate. Eric Kaljumägi stated that the calendars in recent years have not designated the weekend days of Thanksgiving Weekend as holidays. The Representative Council was asked to present the item to their departments, and Emily will confirm if November 29th and 30th are observed holidays and will email the representatives with the information.

VIII. Other Reports

- a. Academic Senate: President Tania Anders reported that the Academic Senate has appointed a second Co-Vice President. The Flex Day Committee met to review proposals and the presenters will be notified before the end of fall semester. The floating Spring Flex Day will be a virtual event on Friday, February 23. Nine full-time faculty positions are moving forward with the goal to post the position announcements by mid-December. Two job fairs are scheduled in January (one in Los Angeles and one in San Francisco) and will be covered by Human Resources. Faculty should let Tania know if interested in attending. Academic Senate is seeking two faculty members to serve on the hiring screening committee for Associate Dean for Dual Enrollment and one faculty to serve on the hiring screening committee for Interim Assistant Director for Behavioral Health, and a faculty member to serve on the hiring screening committee for Chief of

Police and Public Safety. The Senate has asked the Canvas Merged Shells Work Group to reconvene, and it has three charges: 1. read literature on federal and state laws to avoid violations, 2. complete RSI rubric and provide recommendations (done and hoping that a MOU is negotiated), and 3. evaluate the pilot of Merged Shells with regards to FERPA compliance. The Academic Senate is asking that faculty look at their online distance learning classes to ensure that RSI is being met. Student Services Vice President Dr. Melba Castro has proposed that fall semester class registration dates be moved from summer to spring.

- b. Adjunct Faculty Advisory Committee: Teresa Landeros announced that a part-time office hour on Zoom will be held on February 15 at 3:00-4:00pm. The committee is working with President Woolery on the issues impacting noncredit part-time instructors, including no class size limits and no time compensated for preparation and grading.
- c. CCA Director M: The [CCA Board Report](#) was distributed.
- d. CTA State Council: Mt. SAC will have 70% of the members, but we'll be multidistrict next year once redistricting occurs. With redistricting, there may be a third seat available. State Council terms are 3 years, and the State Council meetings are quarterly.
- e. Organizing Report: A [written report](#) was distributed. Organizing Chair Maya Alvarez-Galván has met with the BoT members for lunches. Conversations at the lunches have brought greater awareness of some of the challenges faculty endure. Once negotiations begin in early 2024, there will need to be strong FA participation, engagement, and presence.

IX. Announcements

- a. Coffee with the FA: Dec. 11 – Dec. 14 (Finals Week)
- b. FA Executive Board Meeting: Dec. 12 @ 11:30am-1:00pm via Zoom
- c. Board of Trustees Meeting: Dec. 13 Time TBA. Emily provided a link to the meeting dates in the Zoom Chat.
- d. CCA Winter Conference: Feb. 2-4, 2024, Westin Bonaventure Hotel, Los Angeles
- e. CTA/NEA Retired Issues Conference: Feb. 29-Mar.1, Westin Bonaventure Hotel, Los Angeles
- f. FA Representative Council Meeting: Mar. 5 @ 11:30am-1:00pm
- g. Faculty Appreciation: May 8 @ 11am-1:30pm
- h. Retirement/Tenure Tea: May 21 @ 11am-1:30pm

X. Adjournment

President Woolery adjourned the meeting at 1:00pm.

Respectfully submitted,

Vicki Greco