

Mt. San Antonio College Faculty Association
Executive Board Meeting Minutes - Approved
May 13, 2025 | 11:30am – 1:00pm via Zoom

Attendance: Alvarez-Galván, Anders, Christ, Esslinger, Greenberg, Lancaster, Lawton, Madrid, McLaughlin, Mrofka, Nava, Woolery

I. Call to Order

President Woolery called the meeting to order at 11:33am.

Director Stephen Lancaster voiced concern about the College email communications about employees obtaining and wearing badges on campus that ensuring people are in the right area on campus. Stephen stated that faculty should not have a “regular” area of campus and there should not be restrictions on faculty access to areas of the campus.

II. Approval of Agenda with Flexibility

A motion was made to approve the agenda with flexibility (Nava) and seconded (Lancaster). Discussion item letter g. - *Endorsements of political candidates outside of local BoT races* was added to the agenda. The amended agenda was approved with no objections.

III. Approval of Minutes – April 29

A motion was made to approve the April 29, 2025 meeting minutes (Nava) and seconded (Alvarez-Galván). The minutes were approved with no objections.

IV. Reports

a. President – Emily Woolery

President Woolery presented and distributed the following written report.

i. Class Cancellation

The district is piloting class cancellation protocols in credit instruction in Fall 2025. The protocols were drafted by the College President and Vice President Instruction. FA President Woolery and FA Vice President Christ reviewed and provided input. The protocols are a result of a Level 3 grievance filed in June 2024. We expect to meet in Fall 2025 to review the protocols prior to Winter 2026 and Spring 2026. The protocols are attached to this report.

ii. Mt. SAC 2035

FA President Woolery joined the Mt. SAC 2035 taskforce and attended her first meeting on April 25. The taskforce developed institutional goals and commitments, which may impact campus facilities development. The taskforce heard about development of a rubric that would provide consistency and transparency to facilities project prioritization (see AP 6610). Taskforce documents are attached to this report.

iii. Regular and Substantial Interaction (RSI)

The Vice President of Instruction hosts regular RSI Collaborative Meetings. At the May 7 meeting, it was reported that Mt. SAC’s RSI training was not in alignment with ACCJC’s approved Quality Continuum Rubric for Distance Education. Mt. SAC’s training was in alignment with a pilot rubric. FA President Woolery and FA Vice President Christ discussed this situation with the FA

Negotiations Team and will forward recommendations to faculty leaders in RSI, Distance Learning, and Academic Senate.

iv. Police and Campus Safety Advisory Committee

Professor Maribel Gonzalez reported on recent committee discussions regarding the potential purchase of AR-15s, body-worn cameras, and tasers. Additionally, Professor Gonzalez reported a new survey shall is desired and shall be available before the end of the spring semester. Professor Gonzalez is the FA appointee to the Police & Campus Safety Advisory Committee. Draft policies for Military Equipment and Body-Worn Cameras are attached to this report.

v. President's Advisory Council

President's Advisory Council met on May 7. PAC agreed to a new meeting time effective July 2025: 2nd and 4th Wednesdays from 9:45 – 11:10 AM. A workgroup was formed to develop the 2025-2028 Student Equity Plan. Membership includes 9 managers, 3 faculty, 1 classified staff, and 1 confidential. PAC received reports from Accreditation Steering Committee, Budget Committee, Climate Commitment and Environmental Justice Committee, Information Technology Advisory Committee, and Institutional Effectiveness Committee. Information Technology Advisory Committee will be reviewing administrative procedures, but a timeline is not set.

- AP 3310 Records Retention and Destruction
- AP 3720 Use of Technology and Information Resources and Employee Acceptable Use Agreement
- AP 3721 Information Security

Director Sandy Esslinger asked that a public comment be made, or that the report to the BoT include comments about how the Student Equity Plan Committee has no student membership and very few faculty, who serve as first line of interaction with students. Emily stated that the membership of the committee was taken from the CCCCCO Guidance but believes that the guidance was referring to who needs to sign off on the plan and not the makeup of the committee. Director Judy Lawton shared that in an Equity training she attended, a story was shared about a community college's English Department Faculty created their own equity action plans and convinced the Vice President that their plan was worthy of funding. Judy suggested that we take a similar approach. Emily responded that the board could consider it, although her recollection is that Academic Senate has already taken this type of action. Academic Senate President Tania Anders and Academic Senate Vice President Raul Madrid suggested that we request the plan that is being shared out for feedback by the ASCCC's Racial Justice Taskforce rather than trying to write our own.

vi. Other Meeting Attendance

- 5/6: Special Evaluation meeting
- 5/6: Service Center One WHO Awards
- 5/7: Meeting with Instruction Leadership Team
- 5/7: Meeting with FA Survey Committee
- 5/7: Meeting with FA / Academic Senate Leadership
- 5/7: RSI Collaborative meeting

- 5/8: Academic Senate meeting
- 5/8: Weekly meeting with FA and VPHR
- 5/9: Negotiations
- 5/9: FANT Meeting
- 5/9: Phone call with member
- 5/12: Appendix E workgroup meeting
- 5/12: Meeting about Mt. SAC 2035
- 5/12: Monthly meeting with FA and College President
- 5/12: Constituent Agenda Review meeting
- 5/12: Faculty Marshals and Line Leaders
- 5/12: Meeting with College of Desert Faculty Association

vii. Contract Questions

Members have asked questions about these topics.

- SPOT Re-certification (Article 13 and Appendix F)
- RSI Review (Article 13 and side letter agreement)
- Professor use of Narcan (Article 27)
- Management hiring

b. Vice President – Joshua Christ

Vice President Christ presented and distributed the following written report.

i. Grievances and Other Representation

- The district and FA have met with ESL and Short Term Vocational Full-Time Faculty to discuss forming a department. Faculty still have many questions about how chair reassignment will work because classroom hours and load are different in SCE. We are tracking down answers but will fight to ensure that chair expectancies in all areas are treated similarly and have similar implications on release from teaching time.
- The office of instruction has created a class cancellation policy they plan to pilot with Fall 2025 registration. The FA will monitor the use and effectiveness of this “pilot” and will continue to provide input, guidance and negotiate the impacts of such a policy as we learn more.
- With direction from the Executive Board, the FA has filed an association level grievance (Level 3) against the district with regard to Article 16.M. We have had the initial meeting on this grievance and await the district's response.
- We have conducted the level 4 grievance meeting on a grievance initiated in October regarding scheduling of an adjunct faculty member. We await Dr. Garcia's response within the next week or so.
- We have received multiple requests for representation from faculty over the past two weeks. We stand opposed to faculty facing special evaluation for alleged contract / conduct violations that occurred multiple months before the notice of special evaluation is delivered.

ii. Negotiations Update

- The FA and District continue to meet on a weekly basis, Fridays from 9:00am - 11:00am, and the FANT continues to meet weekly on Tuesday's from 3:30 - 5:30 and Fridays from 11:00am - 1:00pm. We have added meetings to our calendars beyond the district's initial projection that we would be wrapped up by May 1st.

- We have reached agreement on extending the Part Time Faculty Office Hours Pilot.
- We have reached no other substantive agreements.
- The district continues to categorically reject all 4 of the top priorities given to the negotiations team; Pass through COLA, a raise for all faculty, Part Time Pay Parity (or a schedule to get there), and PT Healthcare.
 - We suspect the district will once again try to leverage FT healthcare benefits away by offering something in PT Healthcare... The Negotiations team remains steadfast that we will not negotiate away tangible benefits for one group to obtain benefits for the other group.

iii. Governance Committee Update

- The following standing rule update is being proposed by the Governance Committee for consideration by the Executive Board:
 - ~~XII.E.12: Adjunct Faculty Advisory Committee shall (continued pilot program)~~
 - ~~a. Advise the FA on program adjunct issues and concerns rights;~~
 - ~~b. Outreach and recruit adjunct members;~~
 - ~~c. Be co-chaired by the two executive board adjunct directors the two co-chairs of the committee shall be voted from the three adjunct directors;~~
 - ~~d. Participate in Representative Council; and~~
 - ~~e. Membership will consist of one elected representative per 50 adjunct members within a division and six (6) elected at large representatives.~~
 - ~~f. Adjuncts in each division vote for their division representative members for the committee and one nonpaid elected alternate per division.~~
 - ~~i. For the purpose of representation, divisions with the smallest number of adjunct members shall be combined;~~
 - ~~ii. In the event of a vacancy the alternate would fill that position; and~~
 - ~~iii. The division would hold an election for a new alternate.~~
 - ~~g. The six (6) elected at large representatives are elected by all the adjunct.~~
 - XII.E.12: Part Time Faculty Issues Committee shall
 - a. Be chaired by an Executive Board Director, with Part Time status at Mt. SAC, appointed by the FA President.
 - b. Consist of 7 members, with no more than 3 of them (including the chair) being a member of the executive board.
 - c. Host and attend a Part Time Faculty Issues Caucus at least once each semester, which shall be open to all members, as a place for faculty to share ideas and experiences with the

committee.

- d. Examine, research, and advise Executive Board on concerns about part time faculty rights and representation.
- e. Coordinate with appropriate committees, task forces, and staff to ensure that part time faculty are represented in all public relations and communication materials representing FA membership.
- f. Shall study issues and recommend policy positions for the FA to advocate for with statewide agencies and legislature.
- g. Shall examine, research and report out on contract salaries and benefits that are available to Part Time faculty on other
- h. Shall work through Communications Committee to communicate with Part Time membership on a regular basis.

Director Judy Lawton inquired about whether inclusion of part-time representatives on Rep Council is being considered by Governance Committee.

iv. Salary and Leaves Update

- S&L will have sabbatical application workshops on May 28th at 9:00am and May 29th at 4:00pm. If you are interested in exploring this benefit, I encourage you to sign up or reach out.

v. Other Meeting Attendance

- FA/HR Weekly Meetings
- FA/OI Bimonthly Meetings
- FA meeting with Dr. Garcia 5.12.25
- FA / AS Leads Bi-Monthly Meeting
- Walnut City Council Meeting - Public Comment on 4.23.25
- Salary & Leaves Committee 5.12.25
- FACCC 50% Law Audit Webinar
- FACCC Board Meeting

c. Treasurer – Michelle Nava

Treasurer Michelle Nava presented the current fiscal year's income received and expenditures to date, and the total balances in the PAC and CD accounts.

- Revenues (dues income and dividends): \$65,144
 - Expenditures: \$68,432
 - PAC: \$49,024
 - CD accounts (total): \$278,779
 - Savings account: \$487
- i. Audit Report: Michelle Nava shared and distributed the audit report for the board's review. The item will return to the next meeting for action.

V. Closed Session

a. Negotiations Report

Co-Lead Negotiator Herschel Greenberg provided the board with an update on negotiations.

b. Grievance Report: The report was included in the Vice President's report.

VI. Old Business – Action Items

A motion was made to extend the meeting by 15 minutes (Alvarez-Galván) and seconded (Nava). The motion passed.

a. CTA Summer Institute

President Woolery recommended a list of the following members who have expressed interest in attending the 2025 CTA Summer Institute: Maya Alvarez-Galván, Joshua Christ, Sandra Esslinger, Vanessa Garcia, Herschel Greenberg, Judy Lawton, and Michelle Nava. A motion was made to approve sending 7 members to the 2025 CTA Summer Institute, seconded, and was carried.

b. Committee Appointments

A motion was made to approve the Hospitality Committee Appointment of Alexander Carrillo for the 2025 – 2028 term (Alvarez-Galván) and seconded (Nava). The motion passed.

c. Student Scholarships

A motion was made to contribute \$100 from the FA Student Awards budget line to each of the 20 Students of Distinction recipients, totaling \$2,000. The motion was seconded and passed.

VII. New Business – Discussion Items

- a. Direct Deposit Payments: The item was introduced and will return for discussion and action at the next meeting.
- b. Consideration of Creating a Joint Task Force with Academic Senate to Study the Academic Calendar Terms: The item was not addressed due to time constraints.
- c. June 10 Meeting Location: Executive Board members agreed to meet in the FA office for this meeting. President Woolery will invite newly elected directors. Lunch will be provided.
- d. Planning Meeting: Discussion of a planning meeting in August occurred. President Woolery will send out dates to determine a best time. The planning meeting will be optional for Executive Board members.
- e. 2025-26 Dues Structure: Discussion of local dues is pending approval of the CTA budget at the CTA State Council in June.
- f. FA Positions on Political Activities: The item was introduced and will return for discussion and action at the next meeting.
- g. Endorsements of Political Candidates Outside of Local BoT Races: The item was introduced and will return for discussion and action at the next meeting.

VIII. Other Reports

- a. Academic Senate: No report.
- b. Adjunct Faculty Advisory Committee: No report.
- c. CCA District M Director: No report.
- d. CTA State Council: No report.

IX. Announcements

- a. Board of Trustees Mtg: May 14, Time TBA
- b. Tenure/Retirement Tea: May 20, 11:30am-2pm in Founders Hall
- c. Executive Board Meeting: May 27 @ 11:30am-1:00pm
- d. FA Rep Council Meeting: June 3 @ 11:30am-1pm via Zoom
- e. Graduation Snack Table: June 13, Hilmer Lodge Stadium
- f. NEA Representative Assembly: July 2-6, Portland, OR
- g. CTA Summer Institute: July 16-20, Westin Bonaventure
- h. Opt-in to get text messages from the FA: Text "Join FT" or "Join PT" to 424-334-0655

X. Adjournment

The meeting adjourned at 1:15pm.

In Secretary Vicki Greco's absence, meeting minutes were taken by Vice President Joshua Christ and President Emily Woolery. Minutes were prepared by Vicki Greco for distribution.