

Mt. San Antonio College Faculty Association
Executive Board Meeting Minutes - Approved
June 10, 2025 | 11:30am – 1:00pm via Hybrid (In-person and Zoom)

Attendance: Alvarez-Galván, Anders, Christ, Greco, Greenberg, Kaljumägi, Lancaster, Lawton, Madrid, McLaughlin, Nava, Nguyen, Woolery

Guests: Jenny Gernhart, Catherine McKee

I. Call to Order

President Emily Woolery called the meeting to order at 11:34am. Emily welcomed incoming directors Jenny Gernhart and Catherine McKee to the meeting.

II. Approval of Agenda with Flexibility

A motion was made to approve the agenda with flexibility (Nava) and seconded (Anders). The motion passed.

III. Approval of Minutes – May 27

A motion was made to approve the May 27, 2025 meeting minutes (Alvarez-Galván) and seconded (Nava). The motion passed.

IV. Reports

a. President – Emily Woolery

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

b. Vice President – Joshua Christ

Vice President Joshua Christ presented and distributed a [written report](#) (attached).

c. Treasurer – Michelle Nava

Treasurer Michelle Nava distributed the proposed 2025-26 [budget](#) containing updated income and expenses for the current fiscal year (attached). Treasurer Nava was informed by First Financial FCU that our bank account is not set up to allow for electronic transactions for checks and balances purposes. Michelle will contact CTA to inquire about their check and balances procedures in conducting ACH transactions.

V. Closed Session

- a. Negotiations Report: Updates on negotiations were given in the Vice President's report. Organizing Chair Maya Alvarez-Galván announced that she has a flier for the next three Board of Trustees meetings this summer to distribute to members.
- b. Grievance Report: The grievance report was provided during the Vice President's report.

VI. Old Business – Action Items

a. FA Positions on Political Activities

The executive board discussed continuing to speak with elected officials and community members in Los Angeles County about conditions at Mt. SAC. The board agreed to continue informing the community on the matters of COLA and the State Auditor's 50% Law report during the summer months. In fall semester, Rep Council's guidance will be sought on additional matters to discuss with the county's elected

officials and community members. Members of the board requested a report on the recent advocacy activities, and it was recommended to create an advocacy committee or task force and to develop a script of talking points.

b. Endorsements of Political Candidates Outside of Local BoT Race

A motion was made to postpone the item until August 26, 2025 (Kaljumägi) and seconded (Greco). The motion passed.

c. Standing Rules: The item was not addressed due to time constraints.

VII. New Business – Discussion Items

A motion was made to pull New Business items b., d., and e. and suspend the rules to act on the items today (Christ) and seconded (Kaljumägi). The motion passed.

a. 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.

b. CTA Summer Institute

A motion was made to sponsor up to nine (9) FA Members to attend the CTA Summer Institute (Kaljumägi) and seconded (Nava). This is an increase of three from the approval to sponsor six members at the previous executive board meeting. The cost estimate is \$1300.00 per attendee; however, President Woolery stated that grants will likely cover much of the costs. The motion passed.

c. Faculty Housing: The item was not addressed due to time constraints.

d. FA Negotiation Team Appointment

A motion was made to approve the appointment of Benjamin Vu to the Faculty Association Negotiation Team (Christ) and seconded (Nava). The motion passed.

e. Motions from AFAC

Directors Judy Lawton and Marina McLaughlin proposed two recommendations from the Adjunct Faculty Advisory Committee (AFAC).

1. A motion was made to approve AFAC's recommendation of suggesting to the Governance Committee, through the executive board, to move the portion of the standing rules regarding equal part-time and full-time directors forward to expedite the approval of this part of the Standing Rules. The motion was seconded.

A substitute motion was made to direct the Governance Committee to draft Standing Rules regarding the appropriate participation of part-time and full-time directors on the executive board (Kaljumägi) and seconded (Alvarez-Galván). The motion to substitute passed.

The motion failed.

A motion was made to extend the meeting until 1:30pm, seconded, and was carried.

2. A motion was made to approve AFAC's recommendation that governance, through the executive board, expedite the review and approval of the following portion of the FA Standing Rules: that the structure of Rep Council be adjusted so that there is one (1) representative per 10 members, the second representative (if applicable) is

the opposite in full-time/part-time status, and each representative thereafter is apportioned according to department membership, proportional to full-time/part-time members (Lawton) and seconded (McLaughlin). Director Judy Lawton stated that AFAC members feel that part-time representation is being taken away with the discontinuation of AFAC. Concerns were expressed by the executive board about unintended consequences of implementing eligibility criteria that includes part-time/full-time status, such as the risk of potential excessive vacancies on the Representative Council. The motion failed.

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. SPEAK-UP @ local city council meetings: A flier was distributed with information about signing up.
- b. FA Board Brigade, attend BoT meetings: A flier was distributed with information about signing up.
- c. Graduation Snack Table: June 13, Hilmer Lodge Stadium
- d. BoT Meetings: June 25, July 9, Aug. 13 Time TBA
- e. NEA Representative Assembly: July 2-6, Portland, OR
- f. CTA Summer Institute: July 16-20, Westin Bonaventure
- g. Executive Board Planning Meeting: August, Date & Time TBD
- h. Executive Board Meeting: Aug.26 @ 11:30am-1:00pm
- i. FA Rep Council Meeting: Sept. 2 @ 11:30am-1pm via Zoom
- j. 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 1:30pm.

Respectfully submitted,
Vicki Greco



**President's Report to the
FA Executive Board
June 10, 2025**

1. Mt. SAC 2035

The [draft of Mt. SAC 2035](#), Mt. SAC's Educational and Facilities Comprehensive Plan, is available for review, with input requested by June 11. It is expected to be reviewed by the President's Advisory Council in June with a final version going to the Board of Trustees in July. If desired, President Garcia is willing to extend the June 11 deadline by a few weeks.

2. Regular and Substantive Interaction (RSI)

Approximately 25 faculty members, who taught online in 2024-25, need to complete RSI Review to obtain SPOT recertification. Based on conversations in multiple RSI Collaborative meetings, the FA negotiations team (FANT) gave a draft side letter to VPHR Song on June 6.

3. Campus Safety and Weapons on Campus

President Garcia stated information on this topic may come to the trustees during the summer intersession, but no action will be taken until fall semester.

4. President's Advisory Council

President's Advisory Council (PAC) [June 4](#). Updates about Mt. SAC 2035 and the 2025-26 Governor's May Revise were presented. The Institutional Effectiveness Committee (IEC) recommends a new template for program review. Reports were presented by the Accreditation Steering Committee and DEISA+ Council. Members had first readings of many administrative procedures (AP):

- AP 3110 – Academic Department Reorganization
 - New language would address departments that fall below three full-time faculty.
- AP 3300 – Public Records
- AP 6530 – College Vehicles / Transportation
- AP 7145 – Personnel Files
 - New language addresses declaring affirmed name and gender identification.
- AP 7380 – Retiree Health Benefits: All Employees
- AP 7650 – Subpoena Process
- BP 2730 – Health Benefits (information only)

5. FA Survey Committee

The FA Survey Committee collected over 130 potential survey questions. The negotiations survey will be issued in the fall semester 2025.

6. Other Meeting Attendance

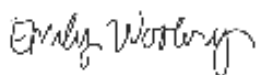
- 6/4: Instruction Leadership Team meeting
- 6/4: FA info session on adjunct healthcare
- 6/5: Academic Senate meeting
- 6/5: Academic Calendar Workgroup meeting
- 6/5: Weekly meeting with VPHR and AVPHR
- 6/5: Mt. SAC 2035 forum
- 6/6: Negotiations meeting
- 6/6: FANT preparation meeting
- 6/6: Mt. SAC 2035 task force meeting
- 6/7: Monthly meeting with College President

7. Contract Questions

Members raised questions about these topics.

- Remote assignments for counseling faculty (Article 10)
- Department chair elections (Article 10)
- Adjunct faculty evaluation (Article 10 and Article 18)
- Special evaluation (Article 18)
- SPOT increase (Appendix F)

Respectfully Submitted,



Emily Woolery
Faculty Association President



**Vice President's Report to the Executive Board
June 10, 2025**

Grievances and Other Representation:

- Grievances at Level 1:
 - There is one grievance currently at level 1, filed without the assistance of the association, but the association will monitor the grievance for progress and process, knowing that if it should need to be moved to level 2, the Association will have to file at that level.
 - There is a potential grievance around chair elections within HSS that is being monitored closely. The association is attempting to resolve the issue without having to formally file grievance.
- Grievances at Level 2:
 - There are no current grievances at level 2.
- Grievances at Level 3:
 - There is one grievance at level 3, being moved to level 4, regarding Article 16.M. The district has requested an extension on the level 4 meeting until July 17th.
- Grievance at Level 4:
 - There is one grievance at level 4, being moved to arbitration, regarding improper scheduling of adjunct faculty within SCE. The association has offered the district mediation on the issue prior to arbitration, and are awaiting the district's response to our mediation offer.
- Grievance at Arbitration Level:
 - We are still awaiting arbitration with the district around the issue of department chairs within SCE. In the meantime, the district has offered two departments within the SCE structure, in ESL and STV. STV has agreed to move forward with a district structure, and ESL has determined they are not ready to move forward. FA will continue working on this situation to ensure that our contract represents all faculty, and will not be segmented and allow for faculty work to be completed by non-faculty employees.

Negotiations Update:

- The District and FA bargaining teams met for the first time since May 9th, on Friday, June 6th, from 9:00am - 11:00am
- The following proposals were returned by the FA and given to the District:
 - Article 16.M - Sabbatical Timelines (MOU and Sideletter)
 - These items are being routed for signature.
 - Appendix A.6 - DEISA PGI Step (all faculty)
- The following proposals were returned by the District and given to the FA:
 - Appendix A.8.c - Earned Degree Stipend (part-time)
 - Appendix C - Salary Schedule Parity (part-time and overload)
 - Article 7.A.1 - Pass through COLA (all faculty)
 - Side Letter - Fraudulent Enrollment (all faculty)

- The following were discussions that occurred between the FA and District:
 - RSI Summer Timelines - This discussion will likely result in a side letter extending the SPOT recertification deadlines for some faculty who were impacted by the RSI scramble this year.
 - Summer Negotiation Schedule - After reviewing the bargaining team's schedule of availability for the summer session, the FANT offered the district Friday from 9am - 11am for bargaining over the summer session, knowing that because campus is closed on Friday, all of our schedule of availability should be open for remote bargaining. The district, declined this option for bargaining, asking instead for the following alternatives:
 - 1) That the FA team could bargain without some of our members who were scheduled to teach classes over the summer intersession
 - 2) That the FA could bargain during our regularly scheduled team prep time, and move our prep time to Friday, because while it would be scandalous for managers to work on a Friday, they have no qualms with the expectation that the bargaining team should have to work on a Friday

Governance Committee Update:

- We have on action today, changes to the standing rules proposed by Governance. Since presenting these standing rules at the last executive board meeting, there have been no communications from executive board members requesting Governance make changes to the proposed language.
- Governance Committee met on 6.5.25 from 4pm - 5pm and continued the work of updating the standing rules to incorporate Bylaws that were displaced at CTA's requirement.
- Governance Committee has agreed to meet a couple additional times over the summer, with the stated goal to finish the standing rule updates for Executive Board prior to the start of the Fall Semester. Our next meeting will occur on July 10th, from 3:30 - 6:00 pm.

Salary and Leaves Update:

- Salary and Leaves met on 6.9.25 and took the following actions:
 - Request for sabbatical report extension: Denied, because there is no contractual mechanism to allow for an extension on the report. I am reaching out to the individual to discuss options.
 - Request for changes to sabbatical project and deliverables: No action taken, but the committee is reaching out for more information.
 - Slight verbiage changes to the 2025/2026 Sabbatical Application packet.
 -

Other Contract / Working Condition Questions:

- Department Chair compensation splitting among more than 2 Co-Chairs
 - The FA is opposed to department chair splits occurring between more than 2 individuals. This generally results in increased workload and duplicative work by multiple people fulfilling the role of chair.
 - The contract does not have a provision for department chair splits above a co-chair (2) structure, meaning that if the chair stipend of roughly \$10,000 is split between more than 2 faculty, the money is not STRS creditable.
 - The FA has been asking to look at the duties / responsibilities of chairs for a half-decade, at least, and had a workgroup on the matter numerous times, which has provided no recommendations to this point. If there is too much work for one

person as chair, then we need to fix the job, not split the position between more people.

- Representing a faculty member in a special evaluation meeting:
 - PT professor still utilizing FOMA regulations, without SPOT certification, in some circumstances
 - Didn't know they couldn't, and this brings up the contractual question of how would they know they couldn't do that, since there is no contractual obligation to the campus outside of their in-class teaching hours
 - The behavior was corrected as soon as it was brought to the professors attention
 - The special evaluation is occurring now, 7 months after the incident where it was reported, and then corrected.

Other Meeting Attendance / Conference Attendance

- FA/HR Weekly Meetings
- FA/OI Bimonthly Meetings
- Mt.SAC President's Advisory Council
- FA / Dr. Garcia Monthly Meeting
- CTA State Council - June Meeting (limited participation due to illness)
- Sabbatical Application Workshops

Respectfully Submitted,
Joshua Christ, Faculty Association VP

Proposed CCA Budget 2025-2026

New budget items for 2025-2026 budget

	As of 6/10/25				
	Actual <u>2022-2023</u>	Actual <u>2023-2024</u>	Proposed <u>2024-2025</u>	YTD <u>2024-2025</u>	Proposed <u>2025-2026</u>
REVENUES					
Dues Income	\$112,296	\$114,953	\$110,000	\$93,537	\$107,740
Dividends			\$4,500	\$3,929	\$5,400
Total Revenues	\$112,296	\$114,953	\$114,500	\$97,466	\$113,140
EXPENSES					
CONFERENCES					
Region 3 Leadership	\$0	\$0	\$0	\$0	\$2,400
LGBTQ+ Issues	\$0	\$0	\$0	\$0	\$3,600
CTA Issues	\$0	\$0	\$0	\$0	\$6,000
FACCC A&P	\$0	\$0	\$0	\$0	\$4,000
CTA New Educator (South)	\$0	\$0	\$0	\$0	\$1,600
CTA/NEA Retired	\$0	\$0	\$0	\$0	\$650
CTA Equity & Human Rights	\$0	\$0	\$0	\$0	\$4,000
CTA Good Teaching (South)	\$0	\$0	\$0	\$0	\$1,600
NEA Higher Education	\$0	\$0	\$0	\$0	\$6,000
CTA Summer Institute	\$0	\$0	\$0	\$0	\$7,500
NEA Rep Assembly	\$0	\$0	\$0	\$0	\$21,000
Conferences	\$14,886	\$14,421	\$30,000	\$10,781	\$0
Total Conference Expenses	\$14,886	\$14,421	\$30,000	\$10,781	\$58,350
MEMBERSHIP DEVELOPMENT					
Membership Promotional	\$7,956	\$8,024	\$13,000	\$10,490	\$15,000
Social Activities	\$7,669	\$18,204	\$20,000	\$11,532	\$22,000
Member Awards & Gifts	\$3,402	\$0	\$2,000	\$510	\$2,000
Adjunct Activities	\$27	\$1,763	\$4,000	\$2,540	\$4,000
Total Member Development Expenses	\$19,054	\$27,990	\$39,000	\$25,073	\$43,000
MEMBERSHIP ADVOCACY					
Negotiations	\$4,223	\$17,340	\$12,000	\$782	\$12,000

Governance	\$2,074	\$2,239	\$4,000	\$1,644	\$4,000
Grievance/Arbitration	\$0	\$0	\$6,000	\$0	\$20,000
Grievance Training	\$0	\$0	\$1,250	\$0	\$1,250
Legal	-\$7,611	\$0	\$10,000	\$0	\$10,000
Dues & Membership	\$0	\$0	\$0	\$600	\$600
Total Member Advocacy	-\$1,313	\$19,579	\$33,250	\$3,026	\$47,850

REASSIGNED TIME & STIPEND

President (100%)	\$10,053	\$10,044	\$20,000	\$8,208	\$12,000
Adjunct Stipends	\$9,677	\$14,412	\$16,000	\$8,782	\$16,000
PGI/H Position	\$0	\$0	\$6,000	\$0	\$0
Total Reassigned Time & Stipend	\$19,729	\$24,455	\$42,000	\$16,990	\$28,000

OPERATIONS/ADMINISTRATION

W. Comp Insurance	-\$420	\$97	\$5,000	\$525	\$1,000
Accounting Services	\$6,451	\$7,686	\$10,000	\$8,621	\$5,000
Payroll Services	\$0	\$0	\$0	\$0	\$2,500
Auditing Services	\$0	\$0	\$0	\$0	\$5,000
Office Staff Payroll	\$12,918	\$18,880	\$25,000	\$10,389	\$20,000
Office Equipment	\$5,344	\$2,028	\$3,000	\$1,376	\$3,000
Office Supplies	\$651	\$587	\$4,000	\$195	\$2,000
Payroll Taxes	\$5,238	\$5,469	\$14,000	\$3,589	\$6,000
Postage	\$951	\$272	\$3,500	\$384	\$2,000
Printing	\$637	\$1,169	\$2,500	\$1,273	\$2,500
Telephone/Internet	\$403	\$177	\$1,000	\$240	\$500
Transportation/Travel	\$20	\$58	\$200	\$51	\$200
Total Operations/Administration	\$32,193	\$36,423	\$68,200	\$26,643	\$49,700

OTHER FUNDS

Student Awards	\$0	\$0	\$2,500	\$2,100	\$2,500
Total Other Funds	\$0	\$0	\$2,500	\$2,100	\$2,500

Total Expenses

Total Expenses	\$84,549	\$122,868	\$214,950	\$84,612	\$229,400
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Balance

Balance	\$27,747	-\$7,915	-\$100,450	\$12,854	-\$116,260
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Total Amount in PAC	\$56,074
Political Contribution - Jay Chen	-\$7,050
	<u>\$49,024</u>
 Total Amount in CDs	 \$278,779
 Total Amount in Savings	 \$457
	<u>\$279,235</u>