

Counseling Faculty Meeting Minutes

November 2, 2022

1. Call to Order
2. Consent Agenda
 - A. Approval of the Minutes of October 5, 2022
 - Minutes approved.
3. Chair's Report: Bernie Somers
 - Bernie sent the following Chair Report by email:
 - Thank you for all the help with recruiting adjuncts. We had about 163 apply for this last call out.
 - Winter/Spring 1248 call out deadline is Oct. 10th. Please submit your weekly schedules, teaching commitments, exceptions calendar and 1248.
 - Counselor Change form is now a link sent out by Amanda. Please continue to use this link for schedule changes. A few of us are reaching out to Maria F. or Allen and requesting their SARS to be updated which is not the process for schedule changes.
 - Counseling Department Committee's. Francisco will be requesting department committee goals for the year and would like each committee to provide their purpose and function statements.
 - The retreats have been postponed TBA. We are searching for the right guess speakers. Plus, we will need to get board approval.
 - This Friday 10/21 is the tour of the IDE/Manufacturing building 28A-102. All those scheduled in-person have training on their grids from 9-10. If anyone else would like to attend feel free to go.
 - Degree Works should be good now. The IT team worked hard to fix the issue. Please continue sharing any issues you come across with Caron.
 - The director for El Centro hiring Committee should be rapping up and we should find out who the new director will be soon once Board approved. We are also in the process of hiring another career specialist.
 - It seems like less full-time counselors are teaching our counseling courses and many adjuncts are stepping up to take the increase in our courses. Thank you adjuncts! We do have several adjuncts who have not taught a counseling course before that are interested in teaching one, but we would like to provide them with some training ahead of teaching our Coun 2, Coun 5 and Lead 55. If you are teaching now and would like to mentor any of our newer adjuncts in teaching, please let me know.
 - Request for Faculty Positions were submitted to Francisco then to Audrey.
 - Counseling Spring Courses Call out Deadline is Friday Oct. 14th.
4. Academic Senate Report:
 - Academic Senate Report was tabled to the next meeting.
5. Faculty Association Report: Stacie N. emailed the notes from the meeting.
 - **Smoke-Free Campus:**
 - The college will become smoke-free: the only place people can smoke is in their car.
 - Revisions to the BP and AP were approved at PAC on September 28. BP 3565 and AP 3565 will be forwarded to the Board of Trustees for their approval.

- Appointment Opportunity
 - The FA may appoint one representative to a forthcoming implementation committee.
 - Implementation will occur in spring 2023 or fall 2023.
 - Contact Emily Woolery if you are interested in serving on this committee.
- **Mascot and Moniker Task Force**
 - Mascot and Moniker Task Force recommended to the BOT to
 - 1) change the mascot,
 - 2) keep the “Mounties” moniker, and
 - 3) hire an agency to guide the process of developing and implementing a new mascot.
 - Despite voiced concerns from FA President Emily Woolery about changing the both the mascot and moniker the trustees voted (not unanimously) in support of the recommendations from the Mascot and Moniker Task Force.
 - Senate Pres., Roger Willis
 - shared that senate will be looking to approve a statement requesting to reconsider changing moniker. Dept. senators will be forwarding more information about the history of the Mounties and what they have done to indigenous people.
 - DEISA Council – has one appointment if anyone is interested regarding DEI in curriculum and issues like moniker/mascot.
 - Various questions were posed, and information was shared. It was recommended that FA also draft a statement to bring to the FA to approve in an upcoming meeting.
- **2022 CCA Fall Conference**
 - Delegates to attend the fall conference: Vanessa Garcia, Victor Garcia, Maribel Gonzalez, Tamra Horton, Al Kirchgraber, Ken Lambright, Judith Lawton, Anna Lee Mc Kennon, Ellen Straw, and Emily Woolery
 - Please consider joining us at the Winter or Spring conferences: CCA Winter Conference: **February 10 – 12, 2023**
 - Location: Doubletree by Hilton, San Diego Mission Valley
 - Theme: Advocacy
 - The Building Strong Locals Academy will start at this conference.
 - CCA Spring Conference and WHO Awards: **April 28 – 30, 2023**
 - Location TBD
 - Theme: Membership and Membership Engagement
 - We will celebrate the “We Honor Ours” (WHO) awards at the spring conference.
- **2021-22 Negotiations**
 - The ratification of contract vote concluded on 9/25. 84.5% of voters voted to accept the contract language changes and ratify the contract. We received COLA of 5.07% for 2021-2022 academic year. For this contract, we had originally received 3.26% for 2019-2020 and no funded COLA/status quo (2.31%) in 2020-2021.
 - We will now receive retroactive COLA pay for the 2021-2022 academic year and this current academic year.
 - Pending approval from the Board of Trustees at their October 12 meeting, we expect to see increases on:
 - ❖ COLA increases
 - Full-time faculty expected by 10/31
 - Adjunct faculty expected by 11/10

- ❖ Retro COLA payments for the period 7/1/22 – 9/30/22
 - Full-time faculty expected by 11/15
 - Adjunct faculty expected by 11/30
- ❖ Retro COLA payments for the period 7/1/21 – 6/30/22
 - Full-time faculty expected by 12/9
 - Adjunct faculty expected by 12/15
- **2022-23 Negotiations**
 - **(Still being negotiated)** COLA of 6.56% is expected to be approved.
 - **(Still being negotiated)** Given a 6.56% COLA and expectations of additional monies, the FA Executive Board is extremely concerned about the proposal [by Scroggins] to increase compensation by 2%. This amount was identified in the [President's Message](#) attached to the 2022-23 Adopted Budget. Negotiations expected to begin on November 4.
 - Appointment Opportunity: seeking a negotiations apprentice to join the negotiations team. If you are interested, or know someone who is interested, contact President Woolery at erwoolery@gmail.com.
 - The biggest change which you may have already read about via the [contract documents](#) that were sent to you for ratification is that for 2022-2023
 - Two Party Tier PERS Health Plans will increase from \$14,593 to \$17,259
 - Family Party Tier PERS Health Plans will increase from \$16,119 to \$22,178
 - Cash in Lieu
 - Professors who continue participation in the "cash-in-lieu" program shall be paid a maximum of \$6,854 (reduced from \$7,814) and will continue to be reduced \$960 per year for a total of 5 years. Eventually: \$3,014 per year. The first year of the reduced opt-out cash-in-lieu in the amount of \$6854 will begin Jan 2023, which is when faculty will see \$685.40 instead \$781.40 in their paystub.
 - Professors who newly participate in receiving cash-in-lieu beginning in 2022-23 shall be paid a maximum of \$3,014 per fiscal year.
- **PGI (Professional Growth Increment) Project**
 - You were emailed directly from Tamra Horton if you have not yet earned your PGI (close to 4K each year).
 - All faculty who attended the FACTS Day Get Your Professional Growth Increment. It Makes More than Cents! workshops have been offered one-on-one consultations.
 - Two more workshops have been scheduled. (See attached flier.) Similarly, those who attend will be offered one-on-one consultations.
 - Adjunct faculty can also receive PGH
- **Faculty Association Out and About**
 - Each month of the 2022-23 academic year, the Faculty Association will coordinate attendance at a Mt. SAC event. Please submit your event suggestions to erwoolery@email.com or t.horton.fa@gmail.com.
 - One event per month will be selected. The Faculty Association will promote member attendance for each event. A gift certificate will be raffled off to members who attend wearing their FA t-shirts. The following events have been scheduled thus far for fall:
 - October 14th, 7:00 p.m.: The Mt. SAC Theater Arts Department Presents Around the World in 80 Days led by FA Director Kristina Allende. See posted flier.
 - November 5th, 7:30 p.m.: Repertory Dance Concert led by FA Director Teresa Landeros. Flier pending.

- **Academic Calendar**

- Thank you for your input on the academic calendar. Counseling FA reps voted based on your preferences. Academic Calendar C was passed (this is the calendar that supported Biological Sciences with their labs issue that was previously noted).

6. Articulation Report:

7. Counselor Required Campus Committee Reports

A. Outreach and Entry Services (Mary Beth)

- High School Outreach (HSO) has changed their name to Outreach and Entry Services
- There are many Connect Four students that are not part of a special program so Outreach and Entry Services will start holding three different events this semester.
 - Events will be in October, November, and December.
 - 100 students
 - Activity-based events focused on creating connections in the community
 - The last event will focus on completion of their first semester and next steps. Counseling will be included.

8. Liaison Reports

A. Dual Enrollment/Special Admit (Rudy)

- Dual Enrollment no longer has an official liaison position because of funding. Rudy is working 3 hours per week and transitioning out of the position.
- Special Admit students are not allowed to take courses in the Winter term.
- New Special Admit students can take one course. Returning students can take up to two courses.
- Spring 2023 applications for Special Admit students will be available November 1st.
- All Special Admit hold are released two weeks prior to the start of the semester.

B. STEM (Rudy)

- There are a couple of events coming up:
 - Women of Color in STEM will be on October 19 at 3:00pm.
 - ❖ This is a partnership between STEM and the Equity Center.
 - ❖ This will be a panel discussion.
 - ❖ Dinner will be served.
 - STEM Center Ribbon Cutting and Grand Opening is on October 22.
 - ❖ Food will be served at 3:35pm
 - ❖ An Advisory Board is being developed. STEM faculty will serve on the board to help grow and provide input on program development.
 - ❖ We are hoping to create more internships for our STEM students.
 - The STEM Center is in Building 61 on the third floor.

C. Family Consumer Sciences (Elmer)

- Elmer discussed some of the trends happening this term
 - Some in-person classes had to be cancelled due to low enrollment so two online classes were added for the second 8 weeks.
 - The online classes are filling up so there is discussion about adding more.
 - The Business Division classes have remained steady for the past few years due to the availability of more online classes.

- There is discussion of articulation with local high schools.
 - They are working on articulating the FC41 Life Management class and FC80 Financial Planning class with high schools in the area.
- There was a discussion regarding the CALGETC Area E
 - Cal State Northridge and Cal State Long Beach provided some insight on how the Cal States are handling the change.
 - May 2023 is the deadline to come up with an execution plan.
 - December 2023 the administration of the three different systems will make a final decision if no execution plan is made by May 2023.
 - One suggestion was to add Area E classes to Area D and have them in both areas for now.
- The next meeting will be in Spring 2023.

D. Child Development/Nutrition (Patricia)

- Students have been asking about the Child Development Certificate.
- There is a Child Development Certificate and a Child Development Work Permit.
 - The Certificate requires the academic coursework that students can take.
 - The classes that mirror the certificate can be converted into a work permit.
 - ❖ Students would need to apply through the California Commission on Teaching Credentialing.
 - ❖ The Child Development Center has a reimbursement stipend for \$100 that goes towards the fees.
 - ❖ Faculty at the Child Development Center can help students fill out the application.
- Child 66, Child 67, and Child 86 are always filled because classes are capped at 6 students.
 - These courses are observation courses. Students observe children between infant to toddler age.
 - 5-6 sections are offered each term.
 - Students can take these courses at another campus because of the lack of room.
- Effective January 1, 2023 students will have to have a Masters Degree to enter the Registered Dietician track.

9. Department Committee Reports

A. Probation (Julie)

- Julie met with George, Francisco, Chisa and Roger to update some of the APs and BPs in Probation to make them more gender neutral. It has not been presented yet because time ran out. This will be a pending update.
- The meeting with George and Francisco regarding what will happen after Fall was cancelled and rescheduled for next Friday. This is also a pending update.
- There is a Banner issue when meeting with non-credit students. When changes are made, it messes up the credit side. Contact Caron if you have a non-credit student and need to make changes.

B. Remote Counseling Committee (Luis)

- Luis thanked everyone for adding additional contacts in the SARS grid. The data for follow-up emails has been good.
- Luis went over how to add additional contacts and how to keep track of follow-up emails.
- E-mail based counseling is still a form of counseling. Grad checks, pre-requisite clearance, graduation petitions, and more can be done through e-mail.
- For Winter 51% of classes will be online, 4% of classes will be hybrid, 45% will be in person.
- Counselor support is needed to promote the e-mail based counseling. Patricia created a flyer. Liaisons were asked to share this with their departments.
- Many students will look in the directory for counselors and send an e-mail. That e-mail can be forwarded to OLC@mtsac.edu and the remote counseling committee will take care of it.

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10. Program/Special Reports

11. Discussion

A. Shoes that Fit

- Faculty was asked if they would like to participate in Shoes that Fit this year.
- Shoes that Fit provides shoes to students from a local elementary school. Each year, in December, a school is adopted and teachers identify students that are in difficult financial situations. We get the list of students so faculty and staff can donate shoes to these children. Extras can be added to the gift (socks, toys, etc.)
- A poll was taken and the majority of faculty was willing to participate.

B. Contract Language Proposal

- Luis reminded faculty participating in the remote pilot that the student survey needs to be sent out to students after meeting with them.
- FA is still in the process of closing out COLA negotiations for this year. Once it is closed for last year, FA will begin to negotiate for this year. There will be a recommendation to change contract language to include Counselors.
- One question that was brought up regarding contract language was whether remote work should be part of the workload or part of distance learning.
 - It would be best as part of the workload because of the number of hours counselors are contracted to work each year.
 - Being part of the workload would also be faster to put in the contract than distant learning.
 - MOU's and side letters from other districts that have already changed their contract language are being used to help create our own contract language.
 - Teaching online courses is voluntary.
 - We are asking for the option to work 100% to see what percentage the district offers. We are trying to get the option to work 22 remote hours.
- This is a draft that still needs to go to through FA.
- A poll was taken to see if faculty supported the contract language proposal.
 - Faculty supported the contract language proposal.

C. Counseling How to Videos (Emily/Alana)

- Videos have been created for students on how to use the new Degree Works.
 - https://www.youtube.com/channel/UCi5UTSquOfJMt_MxeBlf3mq
 - ❖ How To Use MAP Worksheets: Transfer Only
 - ❖ How To Use MAP Worksheets: Associate's Degree
 - ❖ How To Use MAP Worksheets: Certificates
 - ❖ How to Use MAP Worksheets: Associate's Degree for Transfer
 - ❖ How To Find Your Educational Plan in MAP
- Videos are on YouTube now, but will be put on the Counseling website soon.
- There are more videos on the Counseling website under Resources.
 - <https://www.mtsac.edu/counseling/ge-sheets/>
- Email any questions or suggestions on videos to Emily or Alana.

12. Announcements

- Department retreats have been postponed.
- October is Disability Awareness Month. Vicki sent a flyer with the events for the month.
- October is Filipino-American History Month. ARISE has an event on October 12th. Chan will send a flyer.
- HSO Educator Conference is on December 2nd
- October is also Violence Awareness Month. CalWorks had an event with Project Clothesline. Students made t-shirts of different colors representing different types of violence experiences. The shirts will be on display on October 24th at Kerr's Corner.
- EOPS is taking students to the Museum of Tolerance.
- EOPS is starting Transfer Tuesdays.
- Winter/Spring schedules are due October 10th.
- Spring teaching requests are due October 14th.
- The new schedule change form link Amanda sent out should be used instead of sending emails.
- Tour of the IDE Manufacturing building is this Friday.
- There should not be any more issues with Degree Works going down.
- The Request for Faculty positions have been turned in to Francisco.

13. Adjournment