

# MIRACOSTA COLLEGE FACULTY ASSEMBLY

## FACULTY ASSEMBLY COUNCIL MEETING

October 10, 2025

12:00-2:00

3607

1. Welcome & Roll Call

2. Exec Reports

- Mary Gross, President
- dara, Vice President
- Billy Gunn, Treasurer
- Luke Lara, Ombudsperson
- Annie Ngo, Contract and TREC Liaison

3. Contract Spotlight

4. Discussion: *Faculty Transfer Process*

5. Council Review

\*Work Experience & Internship Studies MOU 25-10 **Approved Unanimously**

\*Side Letter: Class Size Maxima Process **Approved Unanimously**

6. CCCI Legislative Tracker Update (Mark Laurel/dara)

7. Exec Seat Vacancy: Spring 2026

8. Committee Consultation

- Education/Contract (Annie & Mary)
- Operations (Billy & dara)
- Professional Relations (Jim Sullivan)

9. Reconvene & Report Out

NEXT FA Council Meeting

Friday, November 14 ALL FACULTY EDUCATION EVENT

1:00-3:00

Invitation with Details Coming Early November

MiraCosta College

# Faculty Assembly Council Meeting

October  
10

2025

Welcome!

**Mary,  
President**

**Dara, VP**

**Annie, Contract &  
TREC Liaison**

**Billy,  
Treasurer**

Exec Updates

**Luke,  
Ombudsperson**

# **Contract Spotlight**

## **Understanding Personal Necessity F.1.0**

In cases of personal necessity, a faculty member may use up to \_\_\_\_\_ days of earned sick leave in any contract year.

- a. 3 days
- b. 4 days
- c. 5 days
- d. 6 days

# **Correct Answer**

## **Understanding Personal Necessity**

- d. A faculty member may use up to six (6) days of sick leave. (F.10.0)

# **Contract Spotlight**

## **Understanding Personal Necessity**

Which of the following does NOT constitute a valid reason for taking personal necessity leave (per F.10.0):

- a. Attending an out-of-state professional conference to enhance instructional skills
- b. Observation of a day(s) of religious significance
- c. Accident involving the faculty member's person or property, or that of their immediate family
- d. Serious illness of a member of the immediate family.

# **Correct Answer**

## **Understanding Personal Necessity**

- a. **Attending an out-of-state professional conference to enhance instructional skills.**

Personal necessity leave may be used for specific qualifying reasons such as family illness, accidents, unavoidable family commitments, religious observances, estate administration, certain court appearances, and circumstances related to domestic violence, sexual assault, or stalking. Professional development or conference attendance does not meet the criteria.

# **Contract Spotlight**

## **Understanding Personal Necessity**

Which of the following does NOT constitute a valid reason for taking personal necessity leave:

- a. Participation in jury duty
- b. Observation of a day(s) of religious significance
- c. Accident involving the faculty member's immediate family
- d. Serious illness of a member of the immediate family



# Correct Answer

## Understanding Personal Necessity

### a. Participation in jury duty

Jury duty is not considered personal necessity leave because it is a separate category of paid leave. When called for jury service, faculty members continue to receive their regular pay and must provide notice and documentation (jury summons) to their department chair and dean. The college may request a postponement if the absence would seriously affect operations. Faculty are paid their regular rate during jury duty and may keep mileage reimbursement, but must decline jury service pay and submit a jury time card to Payroll

*FYI- Appearance in court as a litigant, witness, party to or under official order other than subpoena or jury duty qualifies for personal necessity leave.*

# Council Discussion

## Faculty Transfer Process

### 5. Transfer Process

- a. Existing tenured full-time faculty must meet the following criteria to request a transfer:
  - i. Possess the discipline minimum qualifications for the board approved vacancy and;
  - ii. Teaching experience required in the discipline or counseling experience if counseling faculty, and;
  - iii. Received an evaluation of "satisfactory" during their most recent evaluation.
- b. Transfers are only available for full time positions that are the result of retirements, resignations, or for new positions recommended through the academic staffing process, see A.3, that have been approved by the Board of Trustees.
- c. If there are unit members who meet the minimum qualifications for the position discipline authorized by the Board of Trustees, a five (5) day notice will be distributed to the qualifying unit member(s). Human Resources will verify with the Academic Senate, if any faculty members possess MQs in the discipline. If none exist, no transfer notice will be distributed.

### Example Process from College of the Canyons

- d. Interested transfer applicant(s) must submit a letter of interest, including requested information in the transfer notice, to Human Resources by the stated deadline. Per section F below, a screening committee will be convened and the applicant(s) will be interviewed and provide a teaching demonstration.
- e. If the committee decides not to forward a candidate's name to the CIO/CSSO and Chancellor, the position will be opened for normal recruitment and the candidate may apply through the normal hiring process.
- f. If the majority of the screening voting committee members endorse a candidate, their name will be submitted to the CEO and CIO/CSSO with the recommendation to transfer departments. If two transfer candidates are recommended to the CEO, the CEO shall interview both candidates. The CEO will determine whether or not to forward a candidate to the Board of Trustees for approval. If the CEO determines not to forward a transfer candidate for Board approval, the CEO will meet with the committee to explain their objection.

# Council Review

Action Item: MOU & Informational: Side Letter

**Work Experience & Internship  
Studies**

25-10

**Class Size Maxima Process**

Side Letter

# MOU: Work Experience & Internship Studies

This MOU modifies the terms of section C.11.0 of the 2025-2028 Faculty Assembly collective bargaining agreement as specified below:

The District and the Assembly hereby agree as follows:

- 1) Section C.11.0 under “Work Experience, Internships and Honors Contracts” will be revised as follows:

- **Work Experience, Internships and Honors Contracts**

Faculty teaching ~~work experience, internship classes, and~~ honors contracts shall be compensated for 7.50 hours per student upon completion at the end of the term, paid at the applicable non-contractual hourly rate, and upon approval by the appropriate dean and vice president.

A maximum of seven (7) honors contracts may be accepted per faculty member per semester, unless an exception is granted by the appropriate vice president. If the faculty member conducted work on an honors contract for a student who subsequently dropped, they will notify the appropriate dean and vice president and submit hours worked (not to exceed 7.5).

- **Work Experience and Internships**

Faculty teaching work experience and internship classes shall be compensated for 7.50 hours per student enrolled at census, paid at the applicable non-contractual hourly rate (0.227 non-contractual, non-teaching LHE).

- 2) The agreement outlined in this MOU shall be incorporated into any update to the 2025–2028 Faculty Assembly collective bargaining agreement during the agreement’s term.

This agreement will become effective upon approval. It shall expire on June 30, 2028.

# Side Letter: CSM

This side letter reflects the shared understanding between the MiraCosta Community College District and the Faculty Assembly regarding Section C.13.4 of the 2025–2028 Faculty Assembly Agreement with respect to the Class Size Maxima (“CSM”) process:

1. Section C.13.4 provides as follows:

*“This process allows faculty to request a class size maximum (CSM) for new courses and changes to existing courses.... When requesting the establishment of or change to a CSM, the department chair/designee shall submit a “Class Size Maxima Proposal Form” requesting one of the following....”*

2. This side letter clarifies that faculty who choose to maintain the comparable or default CSM as established in the curriculum process, including for honors, labs, or equivalent courses, are not required to engage in the CSM process as outlined in Section C.13.4. The CSM will be confirmed during the technical review process.
3. The CSM process described in Section C.13.4 shall be reserved exclusively for requests to change the default CSM for all new courses, changes to existing courses, and any proposals for pilot CSM adjustments.

The side letter will become effective upon approval and shall remain in effect until June 30, 2028.

# CCCI Legislation Tracker

## CCCI Legislative Dashboard

CCCI Bill Positions

CCCI Bills Under Review


Community College Bills


Labor Bills

All Bills

Upcoming Hearings

Hearing Reports

 Search by Number, Author's Last Name, or Bill Title

 Export as CSV

What member unions have access to through the CCCI Legislation Tracker

# CCCI Legislation Tracker

Position

^

Cosponsor

Sponsor

Support

Oppose

Watch

Under Review

Support if Amended

Currently, “Watching”—an example: SB7  
Currently “Supporting”—a couple of  
examples:  
SB241 Signed 10/1/2025  
AB340 waiting to be signed

# **Exec Vacancy Spring 2026**

## **Process for filling Vacancy per FA Bylaws**

### **Article VI- Elections Section A.14. -Vacancies**

**a. Vacancies on the Executive Committee due to health issues, sabbatical leave, or unbanking that occur for a single semester or less may be filled by appointment by the remaining members of Executive Committee and confirmed by a majority vote of the FA Council**

### **Article II B.2 -Eligibility**

**2. Only full-time faculty members who are up to date in dues and have paid the recommended dues for the current academic year and are or will be tenured faculty members upon the start of their term are eligible to run for and hold office on the Executive Committee.**



# Committee Consultation

Education/Contract	Operations	Professional Relations
Annie (TREC-Fall)	Billy	Luke
Mary	dara	Jim Sullivan (AS)
Jose Sanchez	Paul Clarke	Jeanine Sepulveda
Casey McFarland	Michelle Farnam	Michelle Odom
Min Choi	Sinar Lomeli	Rich Dicker (TREC-Spring)
Markus Berrien	Mark Laurel	Jake Strona
Katherine Steelman	Richard Ma	Abby Burd
Kristi Wish	Steve Isachsen	Kent McCorkle (BPC)



# **NEXT Meeting**

**In-person  
3617**

**November 14**

**\*1:00-3:00\*  
Education  
Luncheon**

**THANK  
YOU!**