

**FACULTY ASSOCIATION  
SUFFOLK COMMUNITY COLLEGE**

**Minutes of the Executive Council**

December 15, 2016

Ammerman Campus at Selden

Southampton 230

Present:

Officers: **Kevin Peterman, Sean Tvelia, Marie Hanna, Pete DiGregorio, Dante Morelli, Cynthia Eaton, and Kevin McCoy**

Adjuncts: **Marcial Gallimore**, Business, Accounting, Communication, Telecom; **Katelynn DeLuca**, English; **Priscilla Pratt**, Culinary, Fire Protection Technology, Library, Electrical Tech, Drafting, Interior Design; **Jill Santiago**, Humanities, Arts, Music, Philosophy; **Marshal Stein**, Foreign Languages, ESL, ASL, Reading; **Lea Dato**, Nursing, PE, Health Sciences, (COL); **Joan Cook** PA-Instructional Labs; **Michael Iasilli**, PA-Skills Center

PAs: **Lisa Behnke**, Programmatic; **Andrew Stone**, Technical Areas, Instructional Centers

Ammerman: **Alexander Nohai-Seaman**, Music, Visual Arts, Theatre, Philosophy, Women's Studies; **Lisa Aymong**, Nursing, Health & Human Services & PE; **Matt Pappas**, Biology & Physical Sciences; **Jane-Marie Wright**, Math; **Krista Gruber**, Library, Central; **Christina Bosco**, Social Sciences, Behavioral Sciences, Criminal Justice; **Kim Ng-Southard**, English; **Matt Zisel**, Counseling/Co-op Ed

East: **Nina Aquavita**, Library, Humanities, Counseling; **Nic Pestieau**, Science, Math, Social Science, Business, Nursing, Culinary, PE

Grant: **Davorin Dujmovic**, Natural Sciences, Math; **Bruce Seger**, Library, Counseling & Media; **Janet Simpson**, Humanities

**Approval of the Minutes from November 10, 2016**

- **Wright** motioned to approve the November Minutes; **Stein** seconded the motion. The November EC Minutes were unanimously approved.

**Certify the Election of EC Reps:**

**Hanna** read the elections results for EC reps in the following areas:

CAMPUS	TITLE/AREA
<b>AMMERMAN</b>	
Christina Bosco	Social Sciences/Behavioral Sciences/Criminal Justice
<b>EASTERN</b>	
Nina Acquavita	Library, Humanities, Counseling
<b>GRANT</b>	
Davorin Dujmovic	Natural Sciences, Math
Janet Simpson	Humanities
<b>ADJUNCTS</b>	
Robert Anzalone	Social Sciences
Jill Santiago	Humanities, Arts, Music, Philosophy
Lea Dato	Nursing/PE/Health Sci, (COL)

**Aymong** motion to accept these newly elected EC reps; **Pappas** seconded the motion. This election was unanimously approved and congratulations were offered by all.

**Peterman** welcomed each new member with an FA bag, EC manual, EC pin and a list of all EC reps.

**Peterman** motioned to go into Executive Session at 3:57 pm; seconded by **Cook**. He reminded everyone that there would be no texting, e-mailing or talking to others on the information shared in this session. **Peterman** motioned to come out of Executive Session at 4:07 pm; **Aymong** seconded the motion.

**Officer Vacancies:**

**Peterman** stated that we need to fill the position of Adjunct Coordinator since **Cynthia Eaton** will now serve as FA Secretary. A resolution is needed to fill this position. **Hanna** read the following resolution:

**Resolution to the Executive Council**

Thursday, December 15, 2016

**WHEREAS** current Faculty Association Adjunct Coordinator **Cynthia Eaton** has expressed an interest in serving as FA Secretary; and will resign from her post as FA Adjunct Coordinator as of December 31, 2016.

**WHEREAS Cynthia Eaton** was unanimously approved to serve as Faculty Association Secretary from December 31, 2016 to May 31, 2017.

**WHEREAS Kevin McCoy** has expressed an interest in serving as FA Adjunct Coordinator; and

**WHEREAS Kevin McCoy** has served the Faculty Association as the FA webmaster and is currently serving as a delegate to NYSUT RA and AFT; and

**WHEREAS** the FA officers unanimously support this move;

**THEREFORE BE IT RESOLVED** that **Kevin McCoy** be appointed by the Executive Council to complete the remainder of **Cynthia Eaton's** term as adjunct coordinator of the Faculty Association from December 31, 2016 to May 31, 2017.

**Seger** motioned to accept this resolution; **Gallimore** seconded the motion.

**Peterman** reported that **Michael Benhar** resigned from his position as Distance Education Committee representative. A resolution is needed to fill this position. **Hanna** read the following resolution:

**Resolution to the Executive Council**

Thursday, December 15, 2016

**WHEREAS** current Faculty Association Rep to the College's Distance Education Committee (DEC) **Michael Benhar** has resigned; and

**WHEREAS Cynthia Eaton** has served as the elected Eastern Campus Congress representative to DEC for 11 years; and

**WHEREAS** the FA officers unanimously support this appointment;

**THEREFORE BE IT RESOLVED** that **Cynthia Eaton** be appointed by the Executive Council to serve as the Faculty Association representative to the Distance Education Committee (DEC).

**Ng-Southard** motioned to accept this resolution; **Pappas** seconded this motion. It was unanimously approved.

**EC Rep Issues:**

- **Peterman** explained that he received a DE issue from **McNamara** stating that faculty were not aware that the college did a sweep of online classes in the Business department. **Peterman** assured him that the college looked at only activity. It was not an observation and there would not be any punitive actions taken.
- **Wright** asked if the clocks can be reset since currently the clocks are all set at different times. **Peterman** stated that he would call the Dean regarding this issue.
- **Bosco** shared concerns regarding campus safety. If there were an active shooter on campus we have no locks on doors, no blinds to shield ourselves and students from harm. She also asked about the AEDs on campus. Where are they and why has been no information of training faculty how to use them? **Peterman** responded that he will investigate these matters.

**2017-2018 Academic Calendar:**

**Peterman** reported that he hopes this calendar will be published soon. Two drafts have been sent to **President McKay**; one with classes starting before Labor Day and another where classes start after Labor Day. The 2018 calendar has not been determined. A secular calendar will start in the Fall of 2018. We are waiting on how to deal with students with different religious preferences. The college is reaching out to other higher ed institutions to see how they are dealing with a secular calendar. **Peterman** reported that the number of paid holidays for 12 month faculty will remain the same since this is contractual.

**Officers' Reports:**

**President's Report:**

**Peterman reported that:**

- The FA Holiday party had a smaller turnout. Not sure if it was because it was the date was too early or we that we advertised it too late. It has always been the first Friday after Thanksgiving. Next year we will try for the second Friday after Thanksgiving. It is half price for all, costing \$40 per person. We comp the retirees and our brand new faculty.
- NYSUT has a Representative Assembly every year. This conference deals with policy and business matters for K-12, Colleges and Higher Ed. (UUP, PSC-CUNY and Community Colleges). This year the conference is in NYC. We as a local have the opportunity to put a resolution forward. Our resolution must be approved by our EC prior to the RA. Adjuncts pay dues in each place that they work to NYSUT and AFT. We would like to do something for our adjuncts and not have them pay dues in all places of employment. **Peterman** read the following resolution:

**Resolution for the 2017 NYSUT RA  
Adjunct Faculty Dues Structure  
Thursday, December 15<sup>th</sup> 2016**

**WHEREAS** the American Federation of Teachers, our national affiliate note plainly that “no trend has changing the face of higher education more than the shift away from a corps of full-time, tenure-track faculty to an underpaid and undersupported contingent instructional workforce”; and

**WHEREAS** adjunct faculty across New York State (and around the nation) are struggling with the impacts of low pay, high and /or unpredictable workload, and inequitable job conditions and benefits; and

**WHEREAS** as adjunct faculty consistently outnumber full-time faculty in institutions of higher education affiliated with NYSUT; and

**WHEREAS** many are teaching at several NYSUT – affiliated colleges and /or schools districts and are paying NYSUT dues at each institution; and

**THEREFORE BE IT RESOLVED** that NYSUT **create a task force to address the dues structure for adjunct faculty.**

**Iasilli** motioned to accept this resolution; **Cook** seconded this motion. It was unanimously approved.

**Peterman** was asked by the union president of Westchester Community College if we would sign on to their resolution conceptually. They want NYSUY to get a bill passed allowing adjunct to collect unemployment during the summer months. They did not have the resolution written for us to vote on today. **Eaton** motioned that we support this resolution conceptually; **Stone** seconded the motion. Twenty-seven approved this motion and two abstained. The motion was passed.

**Vice President’s Report:**

**Tvelia reported that:**

- As the office Manager of the FA office he shared with all that **Joyce Gabriele** has trained two other individuals besides **DiGregorio**. She has done more than what was required.
  - **Gabriele** re-did all financials for treasurer's reports since **Maureen Arma** took over. She was able to reconcile all accounts which were done over a weekend.
  - Both **Gabriele** and **DiGregorio** went back to January and entered all PTR changes as most were not entered. This took 2 afternoons alone.
  - Both **Gabriele** and **DiGregorio** went through ALL full-time faculty and compared to what the college has for rank, step and salary and made corrections in the database. About 40% were incorrect.

- Both **Gabriele** and **DiGregorio** did a filing for the Board of Elections this week and realized the balance that the BOE has is different than our balance. This will be addressed in the summer as it will take days to find the error.
- **Tvelia** asked that **Gabriele** be paid going forward 3 credits of overload pay from January 1, 2017 to August 31, 2017 to compensate for her time making these corrections and to train **DiGregorio** in the spring and summer responsibilities of the FA treasurer.
- He also reminded all that in the summer the FA and benefit budgets need to be done.
- **Aymong** asked if three credits was enough and **Tvelia** responded that he asked her and she said that would be adequate. **Aymong** motioned that **Gabriele** be paid 3 credits of overload pay from January 1, 2017 to August 31, 2017; **Stein** seconded the motion. Twenty-eight approved this motion and one abstained. The motion passed.
- He will send everyone a document to their sunysuffolk e-mail account with their FA e-mail, password and how to asset your list serve. You must use your FA e-mail to communicate with your constituents and to conduct FA business.
- Promotions are in full swing. He is meeting with Deans and CPC reps. The Promotion committee will meet in the last week of January. The committee members are the three college deans, **Chris Adams, Mary Lou Araneo, Jeff Tempera** and **VP Suzanne Johnson**.

**Secretary's Report:**

**Hanna reported that:**

- There were 14 applicants who applied for a sabbatical. One full year, seven for the fall 2017 semester and six for the spring 2018 semester. A total of eleven were recommended and sent to **President McKay** for a blind review and ultimate approval. All sabbatical reports were approved.

**Hanna** took the opportunity to thank everyone for their support over the years. Many helped with counting ballots; **Stein** was always ready to accompany me to the PO to retrieve ballots. Many attended faculty development, sabbaticals and retirement workshops that were held. Being an FA officer has given me the opportunity to meet wonderful faculty on all three campuses. Attending conferences has always enforced that we have a wonderful union and that as I retire I am leaving the union in excellent hands with our current and new officers. Thank you all.

**Treasurer's Report:**

**DiGregorio reported that:**

- In addition to all of the corrections that he did with **Gabriele** he also did the following:
  - Entered 60 new faculty into Facdata which was not done. This took a weekend.
  - Re-did treasurer's report for September and October and will do November this week.
  - Re-calculated dues for all FT faculty and we went through all of them again and compared to what college has for bi-weekly deductions. 153 people are incorrect and I will address with **Sandy Reinhardt** and the computer center for a February correction.

- Moving forward he will need assistance from **Gabriele** in doing the following:
  - Review and revise existing budget? We need to discuss this as we only have 466 FT faculty and she budgeted for 486. To be done in January for February EC meeting.
  - Train me and assist with BOE filings.
  - Schedule D for Spring 2016 - this is days of work.
  - Reconciling end of year.
  - Creating budget for next year
  - Preparing Facdata for next year's steps/rank, etc.
  - Adding new adjuncts/FT for the spring, summer, fall.
- Be aware that I will be working with **Gabriele** not only during wintersession and spring, but throughout the summer as well.
- He distributed the September, October and November Treasurer's Reports. They have been reconciled. All corrections were made.

#### **Grievance Officer's Report:**

##### **Morelli reported that:**

- Should be hearing in March a determination on an ongoing arbitration. (since 2014)
- Fit for duty test has been resolved. College retired individual. **Peterman** and I went to faculty member's home. He is collecting his pension. There isn't any need for arbitration now.
- Classroom overages were noted on the class size document. MOA is based on \$200 based on average and not on the numbers of students over in each class. Most of the time the overages is one or two students but last semester there were eight, five and six extra students. We want them to be paid more than \$200. Out of 4,000 sections; twenty-five were over class size.
- Attended the Labor Arbitration Conference in NYC. They presented cases, discussed and voted on them. The arbitrators sided with the unions. Everything is gray.

#### **Adjunct Coordinator's Report:**

##### **Eaton reported that:**

- Received three concerns/complaints from adjuncts in a single department about a single chair. Issues have been resolved, with one ongoing (future observation will be held). We need to advocate for chairs to receive better training and professional development from the college.
- One adjunct was observed but did not receive the written evaluation and request for a post-observation discussion for nearly one month. The contract specifies in Article VII Section E that faculty have the opportunity to discuss the observation with the evaluator before the report is written and that the post-observation discussion is to take place within five working days after the actual observation, with the written evaluation files within 21 calendar days after the observation or 14 calendar days following the post-observation discussion.

## December Minutes of the EC

- Handled two student complaint investigations against adjunct faculty: one classroom, one non-classroom. Both will result in future observations rather than in the adjunct facing further discipline or being removed from the seniority list at this time.
- Almost two dozen inquiries in past two weeks have come in regarding lack of spring assignments (or fewer than usual). Unfortunately, most were not made in error. With fewer sections being offered plus senior adjuncts now getting up to nine contact hours, fewer assignments are available for B list adjuncts--and more junior adjuncts are getting one rather than two assignments. I advise all adjuncts to maximize their day/time and campus availabilities in NORA (to the extent possible) as well as to maximize their certifications.
- Of the few misassignments that weren't in error, all but one have been corrected.

### Unfinished Business:

- **Morelli** reported on questions that were asked anonymously at past FA meetings.
  - Are steps going to be posted on paystubs? **Peterman** stated that he did discuss this with **Jeff Tempera**. If you are in doubt, call Anita at the union office and she can look it up for you.
  - Are union dues comparable to other institutions? **Peterman** is trying to reduce this for adjuncts by our resolution.
  - There aren't any benefits for adjuncts except legal and the benefit plan which are not free. **Peterman** reported that the college wanted adjuncts to hold office hours in the last negotiations. We said, "If you pay them, then that would ok." It cost the college \$7,000 per person for our health plan. Premiums cost the college \$2.4 million per month. The County is broke so it doesn't seem possible for adjuncts to get health insurance. There is a discounted rate if they want to buy into it. The pre-flex spending deadline is today!

### New Business:

- **Aymong** announced that the Nursing department is having a retirement part for **Marie Hanna** on January 18, 2017 at Villa Sorrento in St. James. **Kate Dowling** will be sending an All College Memo to all. If you would like to come just contact me.

**Peterman** asked to adjourn the meeting. **Seeger** motioned to adjourn; **Aymong** seconded the motion. All were in favor. The meeting was adjourned at 5:10 pm.

Respectfully submitted,  
**Marie S. Hanna**, Secretary