



Faculty Association Suffolk Community College

Executive Council **MINUTES** **APPROVED**

Date: Thursday, September 13, 2018
 Time: 3:45 pm
 Location: Southampton Building Room 225 - Ammerman Campus
 RSVP: Contact Anita (451-4151 or anita@fascc.org) to confirm your attendance.

1. Approval of Minutes from August 30, 2018

- **K. Peterman** calls meeting to order at 3:48 pm and welcomes **M. Conley** to the group; she is the adjunct rep in English, has taught here at Ammerman for ten years and also teaches at Pratt.

Motion to discuss to August 30, 2018, minutes made by **P. Pratt**, seconded by **K. McNamara**. **P. Pratt** proposes a friendly amendment in her comment to change “the *Janus* thing” to “*Janus* decision.” **T. Fagan** proposes to change her line to “Dean Keane has stated...” Motion to approve August 30, 2018, minutes with friendly amendments made by **C. Bosco**, seconded by **M. Pappas**. Approved 26/0/0. [*Secretary’s note: N. Pestieau and M. Schafer entered meeting after this vote.*]

2. EC Rep Issues

- **C. Bosco:** A faculty member asked for a handout that describes what members vs. nonmembers get. **P. DiGregorio:** I just handed out the letter that describes it for adjuncts, but it works for full-time faculty as well. There’s more stuff that full-time faculty lose out on compared with adjuncts such as the Benefit Fund benefits too.
- **C. Bosco:** Our building issue was raised, but what can I tell the faculty in the Southampton building about what’s being done by way of follow up? **K. Peterman:** We have a new HR director, Angelica Rivera, who’s very pro faculty and she said, “we do care and we will take care of these issues.” Send all issues to your executive campus dean and cc: me so we can address them.

Unfortunately, some of these things really are out of the college’s control, such as the AC company going out of business. Recently they found mold in the Annex, and the college immediately shut down the building, moved people out, and fixed the issue. I know that they are trying to address the issues that they can. During President’s Council meeting, we talked about the building conditions, and I made it clear that these issues cannot happen. **C. Bosco:** Will there be stop-gap measures for AC such as window units? **K. Peterman:** I’ll find out.

- **T. Fagan:** Caumsett Hall basement – there are earwigs in offices and in files. This is ongoing. **K. Peterman:** In the future, for EC rep issues, can you please let me know the minute you find out so I can address it just as soon as you know? I’d like to know beforehand so I can address issues just as quickly as we can. **T. Fagan:** Another issue is that counselors are concerned that some

students have violent histories. One member said some students are presenting with violent behavior. I told her to document all of this. **K. Peterman:** If someone doesn't feel safe, we need to deal with it immediately so let us know immediately. **T. Fagan:** There's also a systemic issue so we are creating a safer environment with an eye toward prevention.

- **J. Wright:** One colleague wants to know what's the procedure for taking religious observance day off without penalty? He keeps getting the policy but now we need to know the procedure. **K. Peterman:** I asked for the procedure to go out last week but it didn't. It should come out soon.
- **J. Wright:** Riverhead Building elevator has been out since Monday, but still the deans have been coming around, asking us if we want fans, checking in on us, etc., so that's good. Makes us feel like we're not just being ignored. Also, on the FA wall calendars we don't see the locations for the negotiations meetings, and the Ammerman meeting is this Tuesday. **C. Eaton:** The information is in *The WORD*, which is going to the printer ASAP, but there was a hold up because we literally just two hours ago resolved a conflict with a room reservation. I can send the pdf to the EC after this meeting.
- **L. Behnke:** We've been having issues with bees because garbage cans are not being emptied quickly enough, and it's affecting students and faculty. Near Islip Arts Building. **M. Gallimore:** It's happening at Babylon Student Center too.
- **M. Simon:** Regarding the MOA that automotive has, does it go into the next contract? **K. Peterman:** Yes, it does. Unless if, say, they want to change it, but we won't agree to that.
- **R. Turner:** I had emailed you about an issue. **K. Peterman:** Yes, there was a librarian resignation and a definite need to replace that person. The college did a temp line, offered position to someone and told them they had a job, only to tell them afterward that the president wouldn't sign off on it and she wouldn't have the job. I met with the president, and the position was approved. They're processing her as soon as possible, trying to have her start tomorrow. I think there was some mix up with paperwork, etc., but it was resolved.
- **A. Nohai-Seaman:** Regarding new faculty orientation: A new hire said it was not nearly as useful and practical as it could have been. The new faculty member was left scrambling to get their keys, parking stickers, etc., due to spending all day Friday at the orientation. **K. Peterman:** I guarantee you it'll be better next year because new HR director Rivera sees that it needs improvement. But this is also why the FA has a new member mentoring program.
- **C. Bosco:** I have a faculty member who isn't getting FA emails anymore? **D. Morelli:** Let me know who it is, and I'll fix it.

3. SCCC Social Media Policy

- **K. Peterman:** Board of Trustees has approved a new social media policy, and we want to make sure you're aware of it.
- **D. Morelli:** [*Shows policy on SmartBoard*] If you or your department has a social media site to celebrate students, engage students, etc., you should talk to Drew Biondo. There's a note just for employees that says you cannot use your SCCC email account to create a social media account,

such as in your personal Facebook page. Also, try not to post anything related to the college on your personal social media platforms—or check with Drew Biondo to be safe.

- **D. Dujmovic:** But SUNY has a Facebook account that you have to log in to with your SCCC account and it's accessible to everyone in SUNY with a SUNY account. Will there be special rules for that? **P. DiGregorio:** But that's a closed group, not out for the general public, so it's different rules. This is for your own private accounts.
- **K. McCoy:** This is more about not presenting yourself as a spokesperson of the college. **D. Dujmovic:** On this SUNY Facebook page, you *are* representing the college. **D. Morelli:** But still it's not a private social media account. **P. DiGregorio:** You should reach out to the moderator of the group and ask.
- **D. Morelli:** One other question: Those contract negotiations forums are for members only, right? **K. Peterman:** Yes. If you're not a member of the union, you cannot attend.

4. Membership Campaign

- **P. DiGregorio:** We all deserve a round of applause: We officially have 100% of our full-time faculty signed up as members. Last year, we had about 20 agency-fee payers, but now they are ALL IN. We have no nonmembers among the full timers. **K. Peterman:** This is an example of how we took *Janus* and it actually made us stronger: we now have *no* nonmembers!
- **P. DiGregorio:** For adjuncts, as of right now, today, we have 1,486 adjuncts. Out of those, 1,283 are members. We have had 5 people opt out. We need your help with the 203 nonmembers on the adjunct side who have been here for years but just never joined the union. 30 of them are brand new hires, so we're reaching out to them. There are three types of nonmembers:
 1. Newly hired adjuncts: There are about 30, and we officers will reach out to them.
 2. Adjuncts who have been working here for years but have never signed a membership form. We need your help. We are developing a list of where they teach and when and are asking that you go to them with an enrollment form and explain the obvious benefits of being in the union. We'll also give you a withdrawal form; if they are adamant that they do not want to be in the union, they need to sign the withdrawal form and acknowledge that they know what they're losing out on.
 3. We need to deal with adjuncts who have opted out. We need to ask them to reconsider and sign the withdrawal form. We want it on record that they signed and know fully what they're giving up. One form explains why you should be in the union and, at the bottom, it says here's what you don't get when you're not in the union.
- **K. Peterman:** Engage in a conversation with each person. Really listen to them. Remind them that contract negotiations is coming right up. Write down their feedback and suggestions. Remind them that we have made gains for adjuncts in recent years: nine contact hours, office locations and lockers, promotions, etc., that adjuncts at other places don't get.
- **L. Behnke:** Are you seeing full-time PAs and specialists on that list of adjuncts? **P. DiGregorio:** Yes, we do look at that because you only pay dues on your base salary, not on your overload.

P. DiGregorio: If we can get a lot of these adjuncts to sign up, we will be looking good. We definitely want to get the new adjuncts coming in to sign.

5. EC VOTE/COPE Campaign

- **K. Peterman:** I mentioned this two weeks ago, then sent out an email the following day. I don't want to belabor this, but EC reps in my opinion should all be giving to VOTE/COPE.

It makes it so much easier to convince others to contribute if we can say to members, "100% of our EC gives to VOTE/COPE, that's how important it is to us."

6. Officers' Reports

President **Kevin Peterman** reports the following:

- At our October meeting, I'd like to discuss who will be on our negotiation team. If you are interested or know someone who is, please let us know. It shouldn't be all EC reps. Spread the word. I also know that there's been some criticism that we've been extending the contract rather than doing full blown negotiations, but I assure you any local that can do that will do that to preserve what they have.
- Foundation Gala is October 4 at Huntington Hilton. The FA has a table for ten, and there are five seats available. If you're interested, email tonight or tomorrow. If more than five, we pull names out of a hat.
- Politically this an off-year election but some of our state reps are running. We have a few labor walks coming up, as a collaboration between NYSUT and the LI Federation of Labor, and they have endorsed some candidates. Let me know if you can help out on any of these Saturdays. NYSUT also does phone banks, and you'll only be calling other NYSUT members. It'd be nice to have a higher ed night at the phone banks. Perhaps we could do this after PDD on October 9, since we'll be in Brentwood anyway. **K. Ng Southard:** It's really easy work and important to do.
- We will be doing voter registration drives on the three campuses. September 19 and October 3 during common hour on all three campuses; we will be setting up for drives at Grant. Cynthia is doing voter registration drives at Eastern. Dante will work with Campus Activities here at Ammerman. **T. Fagan:** Can faculty announce in classes? **K. Peterman:** Better to do just at beginning or at end, but yes. **T. Fagan:** I tell them that their demographic matters more than who they vote for.
- After this meeting, I'm heading to Albany for NYSUT Member Benefits meeting.

Executive Vice President **Dante Morelli** reports the following:

- People have been contacting me about promotions, and CPC reps are wondering where A Forms are located. I accidentally deleted a folder from MySCCC, but I'm working with Paul Matus to get it back up. Full-time faculty must have a peer observer for promotion, ideally someone who's as closely equivalent to your position as possible.

- We are working with Anna Flack and putting about 15 newly created or revised courses on the class size document.
- As the new EMHP rep, today we dealt with two appeals: one denied, one accepted. The union rep is there to help advocate for you when you make an appeal. **K. Peterman:** If we didn't have EMHP set up like this, we wouldn't have an opportunity to even make an appeal; it'd just go through the bureaucracy.

Secretary **Cynthia Eaton** reports the following:

- I held the first of three sabbatical workshops at Ammerman yesterday, which had five attendees. I'll be hosting workshops during Wednesday common hour at Grant next week (9/19 in Captree 104, and at Eastern the following week (9/26 in Orient 110). Please let your constituents know there's a revised form now available on the FA website.
- There are currently several vacancies on the EC:
 1. Ammerman Campus full-time rep for Communication, Languages, Reading, TV/Radio/Film
 2. Grant Campus full-time rep for Social Sciences
 3. Grant Campus full-time rep for Humanities
 4. Full-time PA/specialist rep for Technical Areas and Instructional Centers
 5. Adjunct PA/specialist rep for PAs & Specialists - Skills Centers
 6. Adjunct PA/specialist rep for PAs & Specialists - Instructional Labs

We will be sending out emails to all members of each constituency with a call for nominations. Nominations must be received by the elections committee chairperson—that's me—within ten business days after that email is sent and nominees must verify their intent to serve as nominees in writing (no phone calls to Anita, please!). **K. Peterman:** And remember they must be members!

Treasurer **Pete DiGregorio** reports the following:

- As I reported 100% of the full-time faculty are now members, and we want it to stay that way. Submitted dues for full timers today; there will be 19 deductions starting on September 27 and ending on June 6. No dues are taken out in the summer, even for 12-month employees. And remember it's only on your base salary. **K. Peterman:** There are a lot of locals, like PSC CUNY that take 1% of your earnings, period—including overload, 12-month employees, etc. **P. DiGregorio:** What we do is very fair. Adjuncts dues start being deducted on October 11. We only take dues out of four checks in fall and spring, not wintersession or summer for adjuncts.
- I sent out treasurer's report, so you'll see where we ended the year. Next meeting you'll see where we're starting out a new year. I didn't have the adjunct numbers in time for this, but I'll have better adjunct numbers for next EC meeting.

Grievance Officer **Kevin McCoy** reports the following:

- When talking to nonmembers, we want to get their feedback whether they're joining or not. We have five Title IX complaints already and we're just in the first week of the semester, e.g., a

disciplinary meeting next Friday. Dealing with one department that's been a chronic problem, trying to work with them.

- We are not doing Making Strides Against Breast Cancer at Jones Beach due to the NYSUT Community College Conference, so the focus is on the Eastern Campus Making Strides. I sent an email. **M. Zisel:** Is the plan going forward to identify the themes of the Title IX complaints? **K. McCoy:** You'll have to read *The WORD*; there's an article in this issue. **M. Zisel:** My concern is faculty not teaching controversial stuff out of fear of Title IX. **K. McCoy:** My message is always just keep doing what you're doing.

K. McCoy: As students are coming in for orientation, they get a spiel about Title IX so they are more aware and are registering more complaints as a result of that. **T. Fagan:** Sexual harassment and discrimination are covered during those new student orientations; student leaders are more closely trained about these issues. I think Christina Vargas should offer this kind of training to faculty. Students are given info about what their rights are during new student orientation, plus there's also virtual orientation. COL classes also being asked to go to Title IX trainings.

M. Zisel: Are the students really being trained as to what is a meritorious Title IX complaint? **K. Peterman:** The college has to investigate every complaint, so even if not meritorious they have to investigate.

T. Fagan: When there's a student complaint, is there a new rule that faculty have to respond to it? If it's Title IX, Christina Vargas responds. But with other student complaints, are faculty expected to respond? **K. McCoy:** In the past, the academic chair would decide, but with the new law, the college has to respond. **D. Morelli:** We also need to keep these issues very general because we tell our members that we are 100% confidential, so we try to get too specific. **K. McCoy:** Two adjuncts have been removed from seniority list as a result of such complaints since I've been adjunct coordinator.

Adjunct Coordinator **Kim Ng Southard** reports the following:

- A newly hired adjunct asked about promotion. I pointed them to pages 7-8 of the promotion workshop packet so they can see the educational requirements and the time in rank.
- An adjunct believes he should be on the A list now because he had taken over a course for a colleague unable to continue for most, but not all, of a semester. He wants credit for that semester, so I'm following up.
- I've fielded one adjunct opt out request, and it wasn't an easy conversation but we keep reviewing with them all of the things they'll lose if they become nonmembers.

K. Peterman: And if the adjuncts have complaints, listen. We need to hear that. **K. McCoy:** It's tough for many adjuncts, there's a lot of frustration. **P. DiGregorio:** We will handle most of the opt-out adjuncts, if all of you EC reps can help with the other nonmember adjuncts who just haven't yet signed up.

9. Unfinished Business

- None at this time.

10. New Business

- **K. Peterman:** We know a storm will hit North Carolina. We have a disaster relief fund that NYSUT or NEA/AFT will likely request donations for locals down there.

Motion to make a donation to union brothers and sisters affected by Hurricane Florence if we receive such a request by NYSUT or NEA/AFT made by **M. Schafer**, seconded by **D. Morelli**. Approved 19/0/0. [*Secretary's note: Nine EC reps had to leave meeting early for classes or other obligations prior to this vote.*]

- **L. Behnke:** Are there other areas like the Annex where we have to be worried about air quality?
K. Peterman: We can't know that but if you see something, say something. That's all we can do. In the Annex situation, someone saw the mold, reported it, and the college responded immediately.
- **L. Behnke:** I attended Convocation and the president mentioned a one-college initiative, like there's a real effort to focus on that. Any insight? **D. Morelli:** I think he was just working from that as a theme. **K. McCoy:** I think we're going to keep hearing that, as we have on and off through the years.

11. Adjournment

- Motion to adjourn by **J. Wright**. Seconded by **N. Pestieau**. All in favor. Meeting adjourned at 5:17 pm.

Members present on September 13, 2018

* attendance taken at end of meeting

Officers

- ☑ Kevin Peterman, President
- ☑ Dante Morelli, Executive VP
- ☑ Cynthia Eaton, Secretary
- ☑ Pete DiGregorio, Treasurer
- ☑ Kevin McCoy, Grievance Officer
- ☑ Kim Ng Southard, Adjunct Coordinator

EC Reps: Grant Full Time

- ☑ Eric Weinstein — Business, HVAC, CIS, Technology, ETU Coordinator
- ☐ vacant — Humanities
- ☑ Tara Fagan — Library, Counseling, Media
- ☑ Davorin Dujmovic — Natural Sciences, Math
- ☐ Alice Tobin — Nursing, Health Science, Physical Education, Vet Sci
- ☐ vacant — Social Sciences

EC Reps: College-wide Adjuncts

- ☑ Marcial Gallimore: Business, Accounting, Communications, Telecom
- ☑ Ina Casali: Counseling, Education, Freshman/College Seminar
- ☑ Priscilla Pratt: Culinary, Fire Protection Technology, Library, Electrical Tech, Drafting, Interior Design

EC Reps: Ammerman Full Time

- ☑ Kevin McNamara: Accounting, Business Administration, Business Information Systems, Legal Studies
- ☑ Matt Pappas: Biology, Physical Sciences
- ☐ vacant: Communication, Languages, Reading, TV/Radio/Film
- ☑ Matt Zisel: Counseling, Cooperative Ed
- ☑ Mike Simon: Engineering, Computer Science/Industrial Technology
- ☑ David Clark: English
- ☑ Rebecca Turner: Library, Central
- ☑ Jane-Marie Wright: Math
- ☑ Alex Nohai-Seaman: Music, Visual Arts, Theatre, Philosophy, Women's Studies
- ☑ Lisa Aymong: Nursing, Health and Human Services, Physical Education
- ☑ Christina Bosco: Social Sciences, Behavioral Sciences

EC Reps: Eastern Full Time

- ☑ Mary Schafer: Library, Humanities, Counseling
- ☑ Nic Pestieau: Science, Math, Social Science, Business, Nursing, Culinary, Physical Education

EC Reps: Professional Assistants Full Time

- ☑ Lisa Behnke: Programmatic
- ☑ Deb Kiesel: Instructional Labs
- ☐ vacant: Technical Areas/Instructional Centers

- ☑ Maura Conley: English
- ☑ Marshal Stein: Foreign Languages, ESL, ASL, Reading
- ☐ Chris Gherardi: Guild, Retiree, PAs/Specialists in Programmatic Areas
- ☐ Ranelle Wolf: Humanities, Arts, Music, Philosophy
- ☐ Lorraine Tawfik: Math

- ☐ Lea Dato: Nursing, Physical Education, Health Sciences
- ☐ vacant: PAs/Specialists in Academic Skills Centers
- ☐ vacant: PAs/Specialists in Instructional Labs
- ☐ Doug Cody: Science, Engineering, Auto
- ☐ Robert Anzalone: Social Sciences

FACULTY ASSOCIATION OF SUFFOLK COMMUNITY COLLEGE

TREASURER'S REPORT- SEPTEMBER 30, 2018

APPROVED
** 2018 -2019 BUDGET **

	<u>MONTH OF SEPTEMBER</u>	<u>YEAR- TO-DATE</u>	<u>% OF TOTAL</u>	<u>CURRENT FUNDS 2018-19</u>	<u>% OF TOTAL</u>
INCOME					
Membership Dues.....	80,085	80,085	99.77%	800,854	99.81%
Interest.....	187	187	0.23%	1,500	0.19%
Miscellaneous.....	0	0	0.00%	0	0.00%
TOTAL RECEIVED:	<u>\$80,272</u>	<u>\$80,272</u>	<u>100.00%</u>	<u>\$802,354</u>	<u>100.00%</u>
EXPENSES BY FUNCTION (\$):					
Office Services.....	5,015	5,015	6.94%	65,189	8.13%
Employee Taxes/Benefits.....	2,372	2,372	3.28%	34,738	4.33%
Office Supplies.....	1,651	1,651	2.28%	4,525	0.56%
Office Capital Expense.....	402	402	0.56%	13,026	1.62%
Telephone.....	536	536	0.74%	6,720	0.84%
Mailing.....	984	984	1.36%	6,950	0.87%
Office & Assoc. Insurance.....	0	0	0.00%	1,599	0.20%
NYSUT/AFT Delegate Assemblies.....	0	0	0.00%	11,195	1.40%
Workshops/Seminars.....	6,787	6,787	9.39%	20,650	2.58%
Negotiations/Legal/Grievances.....	0	0	0.00%	15,000	1.87%
Publications & Public Relations.....	2,700	2,700	3.73%	28,942	3.61%
Membership Services.....	677	677	0.94%	18,800	2.35%
Stipends.....	0	0	0.00%	47,562	5.93%
Administrative Expenses.....	479	479	0.66%	7,500	0.94%
SCOPE/NYCOSH Expenses.....	0	0	0.00%	6,200	0.77%
Insurance Expense.....	142	142	0.20%	425	0.05%
Audit.....	0	0	0.00%	7,500	0.94%
Other Disbursements.....	76	76	0.11%	300	0.04%
LOCAL EXPENSES (SUBTOTAL):	<u>21,818</u>	<u>21,818</u>	<u>30.18%</u>	<u>296,821</u>	<u>37.03%</u>
Per Capita Dues NYSUT/AFT	<u>50,478</u>	<u>50,478</u>	<u>69.82%</u>	<u>504,783</u>	<u>62.97%</u>
TOTAL EXPENSES:	<u>72,296</u>	<u>72,296</u>	<u>100.00%</u>	<u>801,604</u>	<u>100.00%</u>
TOTAL RECEIVED:	<u>80,272</u>	<u>80,272</u>		<u>802,354</u>	
BALANCE - Favorable (Unfavorable):	<u>\$7,976</u>	<u>\$7,976</u>		<u>\$750</u>	

Unrestricted Funds

Accumulated Funds in Prior Years

\$252,225.56



Peter DiGregorio, Treasurer
October 1, 2018

NOTES:

(a) Fiscal Year: September 1, 2018 to August 31, 2019. The 2018-19 Budget was adopted on August 30, 2018.

FACULTY ASSOCIATION OF SUFFOLK COMMUNITY COLLEGE

TREASURER'S REPORT - SEPTEMBER 30, 2018

ASSETS	
Petty Cash.....	150.00
Checking Account.....	15,656.36
Dues Checking Account.....	21,694.02
Money Market Account.....	179,606.92
Other Account	0.00
Other Receivables.....	0.00
Prepaid Expenses	7,604.91
Dues Receivable-College.....	80,778.20
Property and Equipment.....	6,113.45

TOTAL ASSETS:	\$311,603.86
	=====

LIABILITIES	
Taxes Payable.....	923.83
Accrued NYSUT/AFT Payable.....	50,478.30

TOTAL LIABILITIES:	\$51,402.13

CAPITAL	
Accumulated in Prior Years.....	252,225.56
Accumulated This Year.....	7,976.17

TOTAL CAPITAL:	\$260,201.73
	=====
TOTAL LIABILITIES & CAPITAL:	\$311,603.86
	=====

MEMBERSHIP ANALYSIS

	MEMBERS	NON-MEMBERS	TOTAL
FULL-TIME:	478	0	478
ADJUNCT:	1,308	186	1,494
RETIREEES:	<u>409</u>	<u>0</u>	<u>409</u>
	2,195	186	2,381

FACULTY ASSOCIATION VOTE/COPE

TREASURER'S REPORT - SEPTEMBER 30, 2018

ASSETS	
Checking Account.....	\$10,341.80
Deposits.....	<u>\$2.00</u>
TOTAL RECEIVED:	\$10,343.80
EXPENSES:	
Political Action Activities.....	\$2,100.00
TOTAL EXPENSES:	\$2,100.00
TOTAL ASSETS:	<u>\$10,343.80</u>
BALANCE - Favorable (Unfavorable):	\$8,243.80