



# Faculty Association Suffolk Community College

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

Date: Thursday, October 11, 2018  
Time: 3:45 pm  
Location: Southampton Building Room 225 - Ammerman Campus  
RSVP: Contact Anita (451-4151 or [anita@fascc.org](mailto:anita@fascc.org)) to confirm your attendance.

### 1. Approval of Minutes from September 13, 2018

- **K. Peterman** calls meeting to order at 3:50 pm and welcomes **J. Malik** and **L. Stone** to the group. Distributes [Union Strong mugs](#) to EC reps who were not at Professional Development Day on Tuesday.

Motion to discuss to September 13, 2018, minutes made by **T. Fagan**, seconded by **K. McNamara**. No discussion. Motion to approve September 13, 2018, minutes made by **J. Wright**, seconded by **M. Pappas**. Approved 17/0/0. [*Secretary's note: Four EC reps entered meeting after this vote.*]

### 2. EC Rep Issues

- **T. Fagan**: Is there any follow up on my previous issues? **K. Peterman**: I spoke with Dean Keane, and he will have Joe Fraccalvieri go down and check the basement for mold, insects, etc. **T. Fagan**: Several people got sick during the summer from it. **K. Peterman**: If they got sick during the summer, they need to let us know immediately. When it happened in the Annex, the college responded immediately. So people need to contact us right away.

**T. Fagan**: Happy to see presentation about safety at Professional Development Day, but counselors are still concerned because [Public Safety](#) cannot intervene when people are unstable. **K. Peterman**: We can continue to work on that but know that the college has a relationship with the 3<sup>rd</sup> precinct at Grant Campus and is aware of the debate regarding the peace officer status issue. The discussions are ongoing.

- **L. Behnke**: A few new constituents haven't yet been added to the email. **D. Morelli**: We just added them this week, so it should be remedied now. If it's a new hire, we had to wait for Schedule D to come through before we could add those names. For new EC reps, we will be giving you an email account and an explanation for how to email your constituents via a listserv which we will keep up to date for you—so you can email to the listserv address we give you, and all of your constituents will get the email at once.
- **M. Pappas**: One of my constituents is a PA but believes they are doing the work of a specialist. I think this might be a unit clarification. **K. Peterman**: In the [contract](#), we have PAs and specialists

in Appendix C (three categories). We have a labor-management committee that reviews all requests for a unit clarification. Essentially, the member has to make an argument of how and in what ways they're doing work above and beyond their current job title. In this individual's case, the supervisor supports them being a specialist, but there's already a specialist in the area, and the duties the member argued about are actually in the chair's job description.

**T. Fagan:** Where are coordinators in the [contract](#)? **K. Peterman:** They are on the faculty instructional salary schedule. Two types: Those attached to a department (e.g., writing, reading, math) who teach one class, and those who are technical like the ETU coordinators that don't teach at all. **T. Fagan:** In student services there are mental health coordinators? **K. Peterman:** We wrote up a side letter because they have to have a special credential, so the agreement talks about how they're allowed to do counseling overload. They don't get additional money or a stipend, etc. They are allowed to go to step 20, while other coordinators go to step 16.

- **P. Pratt:** In my constituent list, if there are adjuncts who are nonmembers, do I include them in my messages? **D. Morelli:** I think we might include them because in my report I talk about how if a nonmember is in a bit of trouble we have to notify them that we cannot represent them. We think nonmembers should be aware of that, so I say include them. **K. Peterman:** I think for now we should make clear that we're sending this for now, but [if you're a nonmember you're going to be missing out on some important benefits and information](#). And suggest to them that they should become a member.

**K. Peterman** distributes [union benefits palm card from NYSUT](#).

- **M. Zisel:** Can we itemize the nature of the Title IX complaints? Don't want faculty to be afraid to address issues out of fear of complaints; it can affect academic freedom. **K. McCoy:** Next meeting I'll have a breakdown of issues. So far the college has been good about separating real complaints from nonissues. [Faculty need to keep on doing what they're doing](#).

### 3. Contract Negotiations Updates

- **K. Peterman:** On Tuesday we had another [negotiations forum](#). We have been asking for feedback. Faculty who cannot attend a forum should contact us at [info@fascc.org](mailto:info@fascc.org) or send in an index card anonymously.

We are not sure what the tone of negotiations will be, or the tone of the county, etc., but we need to have our negotiations team finalized by next meeting. We've had a few people email to say they'd like to be on the team. If they're in the same area or department, we need to decide a process for that. The [EA Constitution and Bylaws](#) say who must be on the team but it doesn't say that those are the only people who can be on the team. We need to decide this as an EC. So your homework is to tell us if there's someone in your area who is interested in serving on the negotiations team.

**T. Fagan:** Can you outline the time commitment, responsibilities, etc.? **K. Peterman:** The first commitment is [discretion](#). It's like you're playing a poker game with everyone watching. Hard to say what time commitment will be because we have to wait and see what moves the college is going to make. It could be once a week, or once every three months—it all depends on the tone of the negotiations. It could be short meetings, or like the one time we didn't get out until 4 a.m. We don't know if there will be county pressure to make the agreement quickly, or if we'll be

without a contract for years.

Also, during negotiations, members always ask how things are going. We will have a package available for you to access, so you can report out to members what our package looks like, etc.

Team members will be in the room but in the back, and the few lead negotiators will be at the table, but the team is there to witness. Interested members should contact me.

**D. Dujmovic:** What financial condition is the county in? **K. Peterman:** The county is broke. There was an article in *Newsday* that they're borrowing money to make AME pension payments. The college is in trouble too, enrollment is down 4%, and we're not in a good position to negotiate. But remember that [our current contract stays in effect if we cannot come to an agreement; we're not going to settle for a bad contract](#). PCS CUNY went for six years without a contract. We don't think we'll go that long. **T. Fagan:** And being on the negotiations team counts as service to the college? **K. Peterman:** Yes, everything you do for the FA counts as college service.

#### 4. Political Action

- **K. Peterman:** I sent some emails about doing [some labor walks](#). Several people participated, including Kim Ng Southard, Joan Cook, Alex Atwood, and others. It'd be great to have people volunteer for at least an hour or two. You're only going to AFL-CIO households. I'll send information again about more upcoming walks, such as the upcoming Monica Martinez walk.

**K. Ng Southard:** It was a great day, I walked with an English teacher at Patchogue-Medford, and it was really easy because you're only going to union houses. **K. Peterman:** And we're hearing that more members are fired up and are eager to talk with you about the issues. You're given a ChromeBook that provides information about who's there, registration, etc., and you get to input whether they were home, were they friendly, etc., and then you go to the next house. We really need a few people to step up and do these. We get money from the county and from the state, so if we're not doing these political events, we're going to feel those effects.

#### 5. Membership Organizing

- **P. DiGregorio:** One of my responsibilities is to maintain membership databases. Last year we worked hard to get all full-time faculty to stay on as members, which we have successfully done. It's great for our members, for bargaining and negotiations, for political action, etc. The next phase is to try to get to the adjunct nonmembers. 186 of the 1,492 adjuncts are currently nonmembers.

So I've handed out folders to most of you. There are two lists: daytime and evening adjuncts. We are not going to ask you to stay here late at night to try to reach evening adjuncts; NYSUT is going to handle that for us. In your folder, then, is the daytime list of adjuncts divided up by building—and it's the building that you're in during the day.

There's a list of the people highlighted that we're asking you to visit. There's some NYSUT union member benefits palm cards. You'll see a membership form and a voter registration card along with a letter that describes what you gain as a member or lose as a nonmember.

We're asking you to approach them, introduce yourself, and say, "I don't know if you're aware, but you're not currently a member." We're finding that many reply, "Oh, I didn't know. I *do* want to be a member," so we just give them a membership form, help them fill it out, and collect it right then and there.

[If they don't want to be a member, talk with them about the benefits, etc., answer their questions or write them down if you need help answering](#), and so forth. If they really insist that they do not want to be a member, there's an opt-out form for them to complete so we know that they know what they're choosing not to be a part of.

**E. Weinstein:** Can I get a list of evening adjuncts? I live just a few minutes from campus, so I'm happy to help out with adjuncts in the evening as well. **P. DiGregorio:** I can do that.

**K. Peterman:** We are starting to see billboards in Albany targeting union workers to "give yourself a raise" and leave the union. We don't want to see that happening down here, but it could.

## 6. Making Strides

- **K. McCoy:** The event is [October 28 on the Eastern Campus](#). Please sign up through the URL (hands out flier). Walk begins at 8 a.m. If you cannot come, [please donate!](#)

## 7. Officers' Reports

President **Kevin Peterman** reports the following:

- On Professional Development Day, we had a strong presence. [We had 55 people either start a contribution or increase their contribution to VOTE-COPE](#). It was a really positive response, a great day. It was important for us to have people up at the podium look out and see us back there, union strong.
- Next week, we have the [NYSUT Community College Conference in Cooperstown](#). Starts Friday at 5, but NYSUT leadership has a higher ed luncheon at noon that Friday with community college union presidents and the community college presidents. SUNY Vice Chancellor Joanna Duncan Portier will be there. We try to talk about next year's state budget, which is due by April 1 next year. Most community colleges upstate want to change the funding formula. Many of them are in a bad state, like a 13% decline.

Many of the community college presidents say it's not going to work in their schedules—it's a two-hour lunch after a five-hour drive for some of them—but we work hard to get them there so we can work together to address the budget. Unions can do stuff politically that the colleges cannot. We want to work as a team to address capital funding, county sponsor funding, state funding, etc. There's a proposal to have the state pay 60% of the operating budgets, county sponsor to pay 40%, so that will be a part of the discussion.

- It's going to be an interested year regarding negotiations, but we're going to be prepared. We really don't know until we sit down how good or bad it's going to be.

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

- The [promotion process](#) is ongoing. You must be observed by a peer. Items should be finalized by December 15. I've proposed to put everything into a Blackboard space for our committee members.
- An adjunct that has been facing some issues has reached out—but they are not a member.
- A few left over grievance issues: Two members have gotten into a lot of trouble, facing discipline by the college. One will be suspended for a month without pay, but that's better than being fired which had been an option. The other was removed from teaching online courses because they neglected to log in to their online course for the first three weeks of their eight-week online course and they too were docked in pay for that.
- One of our members asked a question about students recording classes for [ADA accommodations](#). Jenn Forni is creating a document so faculty know what their rights are and what student rights are. Students must have documentation from the college to be allowed to record the class. They are told by the college that they're allowed to record but that they cannot make those recordings public and that they need to erase the tapes at the end of the semester. There are instances, such as when other students are sharing private info, for which you as the faculty member have the right to ask them to turn off the recording, etc. It'd be great to have her come make a presentation to the EC or to write a *WORD* article.

**K. Ng Southard:** Can they record us on their phones? Or does the office of disabilities provide them with technology to record with? **D. Morelli:** I will ask. **L. Tawfik:** How do you handle the student who needs help in the class in terms of physical accommodations? **K. Peterman:** You can call security. It depends on the situation, but if you call security as a college employee you'll be covered if you get sued. **M. Zisel:** Can you put on your course outline that students are not allowed to video unless they have accommodations? **D. Morelli:** Yes.

- A member took an assignment in the evening, didn't like the technology and resources, etc., and then decided at the last minute to abandon the assignment. We had tried to intervene and work out a compromise to get more training, etc., but the member just refused to come back for the rest of the semester.
- Finally, we'll be creating an in-depth negotiations survey for all of our members.
- **N. Pestieau:** Can faculty give revised A Forms for promotion? **K. Peterman:** No, but they can offer addenda, but for major updates. Those should be submitted to the CPC rep via email.

Secretary **Cynthia Eaton** reports the following:

- We have all [Executive Council seats](#) now filled! These are our newest reps:
  - Ammerman full-time rep for Communication, Languages, Reading, TV/Radio/Film > Rich Lauria

- Grant full-time rep for Social Sciences > Jill Malik
  - Grant full-time rep for Humanities > Melissa Adeyeye
  - College-wide full-time rep for PAs & Specialists in Technical Areas and Instructional Centers > Kevin Wirth
  - College-wide adjunct rep for PAs & Specialists in Skills Centers > Shawn Gaffney
  - College-wide adjunct rep for PAs & Specialists in Instructional Labs > Laura Stone
- [Sabbatical](#) update: The college again somehow neglected to send out the College Brief announcing the deadline for sabbaticals, despite Kathy Keane (VP Beaudin’s administrative assistant) and I providing all information to them by the first week of September. The same thing happened last year, and we didn’t want it to happen again this year so we submitted all of our information even earlier. But since the College Brief never went out, last week VP Beaudin and I agreed to extend the sabbatical application deadline to November 5.

Treasurer **Pete DiGregorio** reports the following:

- You have the Treasurer’s Report. There’s a line for workshops and seminars, which is the NYSUT Community College Conference. There was \$2,700 for the annual wall calendars, subsidized a bit by the Guild. There was a \$2 deposit for VOTE-COPE that you may have noticed; the new bank charged us for a paper statement.
- The annual audit will be in process the week of September 22; it had been rescheduled.
- **L. Behnke:** What is the \$2,100 for political activities? **P. DiGregorio:** Fundraisers. That’s what VOTE-COPE does for us.
- **P. Pratt:** Will there be a donation to victims of Hurricane Michael? **K. Peterman:** Do you want to have a motion to donate if asked by [NYSUT](#)? Motion to donate to Florida victims of Hurricane Michael made by **P. Pratt**, seconded by **K. Ng Southard**. All in favor 18/0/0.  
[Secretary’s note: Three EC reps had to leave meeting early.]

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

- I’m dealing with three current issues: I’d describe them as boundary issues, such as one involves a member texting students. One is quite serious, and the others less so. I’m in discussion with HR about use of cell phones and texting.

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

- I’ve been fielding some policy questions. One adjunct took a substitution for the bulk of, but not the entire semester, and wants credit for the entire semester.
- One adjunct has 27 credits overload. The supervisor retired had misread contract as nine credits *every* semester which adds up to 27, so we have resolved that.
- There is a concern that some non-classroom supervisors don’t know how to find information they need to address adjunct issues, so I will create repository for that info which is mostly in the side

letters.

## **9. Unfinished Business**

- None at this time.

## **10. New Business**

- **L. Behnke:** Are we going to be at [The Watermill](#) for the Holiday Party? **K. Peterman:** Yes. [Friday, December 7, 6:30 p.m.](#)

## **11. Adjournment**

- Motion to adjourn by **J. Wright**. Seconded by **N. Pestieau**. All in favor. Meeting adjourned at 5:31 pm.

**Members present on October 11, 2018**

**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
- Melissa Adeyeye — Humanities
- Tara Fagan — Library, Counseling, Media
- Davorin Dujmovic — Natural Sciences, Math
- Alice Tobin — Nursing, Health Science, Physical Education, Vet Sci
- Jill Malik — 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
- Rich Lauria: 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
- Kevin Wirth: Technical Areas/Instructional Centers

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

FACULTY ASSOCIATION OF SUFFOLK COMMUNITY COLLEGE

TREASURER'S REPORT- OCTOBER 31, 2018

APPROVED  
\*\* 2018 -2019 BUDGET \*\*

	MONTH OF OCTOBER	YEAR- TO-DATE	% OF TOTAL	CURRENT FUNDS 2018-19	% OF TOTAL
<b>INCOME</b>					
Membership Dues.....	80,085	160,171	99.74%	800,854	99.81%
Interest.....	229	416	0.26%	1,500	0.19%
Miscellaneous.....	0	0	0.00%	0	0.00%
<b>TOTAL RECEIVED:</b>	<b>\$80,315</b>	<b>\$160,587</b>	<b>100.00%</b>	<b>\$802,354</b>	<b>100.00%</b>
<b>EXPENSES BY FUNCTION (\$):</b>					
Office Services.....	6,268	11,283	8.35%	65,189	8.13%
Employee Taxes/Benefits.....	2,468	4,839	3.58%	34,738	4.33%
Office Supplies.....	432	2,082	1.54%	4,525	0.56%
Office Capital Expense.....	1,659	2,061	1.53%	13,026	1.62%
Telephone.....	362	898	0.66%	6,720	0.84%
Mailing.....	0	984	0.73%	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.....	617	7,404	5.48%	20,650	2.58%
Negotiations/Legal/Grievances.....	-600	-600	2.26%	15,000	1.87%
Publications & Public Relations.....	358	3,057	4.23%	28,942	3.61%
Membership Services.....	208	885	0.66%	18,800	2.35%
Stipends.....	0	0	0.00%	47,562	5.93%
Administrative Expenses.....	471	949	0.70%	7,500	0.94%
SCOPE/NYCOSH Expenses.....	0	0	0.00%	6,200	0.77%
Insurance Expense.....	0	142	0.11%	425	0.05%
Audit.....	0	0	0.00%	7,500	0.94%
Other Disbursements.....	30	106	0.08%	300	0.04%
<b>LOCAL EXPENSES (SUBTOTAL):</b>	<b>12,272</b>	<b>34,090</b>	<b>25.24%</b>	<b>296,821</b>	<b>37.03%</b>
<b>Per Capita Dues NYSUT/AFT .....</b>	<b>50,478</b>	<b>100,957</b>	<b>74.76%</b>	<b>504,783</b>	<b>62.97%</b>
<b>TOTAL EXPENSES:</b>	<b>62,750</b>	<b>135,046</b>	<b>100.00%</b>	<b>801,604</b>	<b>100.00%</b>
<b>TOTAL RECEIVED:</b>	<b>80,315</b>	<b>160,587</b>		<b>802,354</b>	
<b>BALANCE - Favorable (Unfavorable):</b>	<b>17,564</b>	<b>25,541</b>		<b>\$750</b>	

Unrestricted Funds

Accumulated Funds in Prior Years

\$252,225.56



Peter DiGregorio, Treasurer  
November 5, 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 - OCTOBER 31, 2018**

<b>ASSETS</b>	
Petty Cash.....	150.00
Checking Account.....	43,860.83
Dues Checking Account.....	98,822.85
Money Market Account.....	181,561.75
Other Account .....	0.00
Other Receivables.....	0.00
Prepaid Expenses .....	7,604.91
Dues Receivable-College.....	-7,599.64
Property and Equipment.....	6,113.45
	-----
<b>TOTAL ASSETS:</b>	<b>\$330,514.15</b>
	=====

<b>LIABILITIES</b>	
Taxes Payable.....	3,125.83
Accrued NYSUT/AFT Payable.....	49,622.19
	-----
<b>TOTAL LIABILITIES:</b>	<b>\$52,748.02</b>

<b>CAPITAL</b>	
Accumulated in Prior Years.....	252,225.56
Accumulated This Year.....	25,540.57
	-----
<b>TOTAL CAPITAL:</b>	<b>\$277,766.13</b>

<b>TOTAL LIABILITIES &amp; CAPITAL:</b>	<b>\$330,514.15</b>
	=====

**MEMBERSHIP ANALYSIS**

	<b>MEMBERS</b>	<b>NON- MEMBERS</b>	<b>TOTAL</b>
<b>FULL-TIME:</b>	478	0	478
<b>ADJUNCT:</b>	1,323	181	1,504
<b>RETIREES:</b>	<u>409</u>	<u>0</u>	<u>409</u>
	2,210	181	2,391

**FACULTY ASSOCIATION VOTE/COPE**

**TREASURER'S REPORT - OCTOBER 31, 2018**

<b>ASSETS</b>	
Checking Account.....	\$8,243.80
Deposits.....	<u>\$0.00</u>
<b>TOTAL RECEIVED:</b>	\$8,243.80
<b>EXPENSES:</b>	
Political Action Activities.....	\$1,600.00
<b>TOTAL EXPENSES:</b>	\$1,600.00
<b>TOTAL ASSETS:</b>	<u>\$8,243.80</u>
<b>BALANCE - Favorable (Unfavorable):</b>	\$6,643.80