



Faculty Association Suffolk Community College

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

Date: Thursday, November 14, 2019
Time: 3:45 pm
Location: Southampton Building Room 232 - Ammerman Campus
RSVP: Contact Anita (451-4151 or anita@fascc.org) to confirm your attendance.

1. Approval of Minutes for October 10, 2019

- **C. Brewer:** Calls meeting to order 3:45 pm, says **D. Morelli** apologies for not being here; he is representing us at the presidential search committee meeting at the Grant Campus. Also, **P. DiGregorio** is absent because he is doing tech for that meeting, and **K. McCoy** is absent due to a family matter.
- **C. Brewer:** I'd like to extend a welcome to Debbie Gerrie, our new EC rep for full-time PAs/specialists in instructional labs.
- **C. Brewer:** First, we need a motion to approve the minutes from October 10. Any discussion or changes? **C. Eaton:** **D. Morelli** had noted that an emendation would make it clearer that our motion at the beginning of the October meeting was for the EC to approve a donation to the scholarship in Jane Shearer's name—not that *and* sending her a bouquet. We had already sent a bouquet.

Motion to approve with above emendation made by **M. Stein**, seconded by **J. Cook**. All in favor 17/0/0. [*Secretary's note: Six EC reps entered meeting after this vote.*]

2. Past President Email Accounts

- **C. Brewer:** We switched over to Gmail as you know, and we heard from Ellen Schuler Mauk who would like to know if she could please continue having an FA email account. With our recent change to Gmail, we pay based on the number of accounts we have. Right now, this only adds Ellen because K. Peterman already has one, since the immediate past president is a member of the EC as part of our Constitution and Bylaws. Motion to approve past presidents maintaining FA email accounts made by **E. Weinstein**, seconded by **J. Wright**. All in favor 17/0/0. [*Secretary's note: Six EC reps entered meeting after this vote.*]

3. FA Email Migration

- **C. Brewer:** Hopefully the great migration has taken place. Have you all migrated over from the old FA email program to Gmail? **J. Wright:** I can send and receive messages but I cannot send to the list. So my distribution list isn't working. **K. Spooner:** I had a few adjuncts not receive my

email as well. **K. Wirth:** I set it up as a contact list and it worked. **C. Brewer:** We will have Adam Bailey send out an explanation.

4. EC Rep Issues

- **J. Malik:** A constituent asked about the status of the criminal justice search? **C. Brewer:** That's in K. McCoy's report, so I'll address that in a bit.
- **B. Laudicina:** When is next retirement workshop? **C. Eaton:** Early April, usually on a Friday, whichever one on which Gerry McGahran is available.
- **T. Fagan:** A constituent was told to use T days for conferences. **C. Brewer:** We don't have T days anymore; you're supposed to put it in the comments section. There's another note about that in **D. Morelli's** report, so we'll get to that in a bit. **B. Laudicina:** The problem is that is in our office there's a form that we're using. **C. Brewer:** That's outdated and we shouldn't use them. People have had to contact the union to get those days back.
- **J. Cook:** When we're in contract negotiations, our raises and everything are status quo? **C. Brewer:** You still get your steps but not increases.
- **D. Dujmovic:** Can a faculty member use common hour for advisement hours? **C. Brewer:** I think it's suggested that we don't but I don't know if that's an official rule. **J. Malik:** On my campus we're encouraged to use common hour for advisement because that's when students are free. **C. Brewer:** The other rule is that you cannot use office hours for your eight hours of advisement.
- **D. Dujmovic:** What happens to the salary schedule in February? We don't want college to force us to take a *de facto* 2% pay cut year after year. **C. Brewer:** I have an update from D. Morelli when I present his report but we are getting the sense right now that it doesn't seem to be going in that direction.

1. Election Results

- **C. Brewer:** A quick update on county elections: All the candidates we endorsed were elected. In the race in the 8th LD, Bill Lindsay is behind by a few hundred votes, but absentee ballots are still being counted.

2. Officers' Reports

Executive Vice President **Courtney Brewer** reports the following on behalf of President **Dante Morelli:**

- Contract negotiations: There was a meeting earlier today with the county and college. Dante feels that it was positive, and they're waiting for the county to come back with solid numbers to discuss. More meetings scheduled on specific dates: 11/20 and if needed 11/25 and 12/4.
- ADA compliance: A question arose about if a faculty member's course isn't compliant, will they be held liable? Initially were told yes but the college will defend faculty if you're making a good faith effort to be compliant; you will not be held personally liable. But if you deliberately do not

do what's needed to accommodate a student, then you will not be defended. Legal and academic affairs wants to help us all be compliant; college is working on trainings and there will be an article in *The WORD*. **R. Lauria:** It needs to be a documented issue with the student? **C. Brewer:** Yes, the student needs to be registered with disability support services.

- Please note that N days should not be used nor should faculty be forced to use N days for attending conferences.
- Board of Trustees update: For fiscal year 2020, enrollment numbers are up a bit due to the Beacon program, but headcount is down a bit in FTEs. The college budgeted for 3.5% but it's actually about 4% down so obviously there's a budget shortfall. Also, the personnel committee met to discuss incorporating evaluations of the president as college practice.
- Labor management committee met to discuss reclassifying PAs to specialists. We are awaiting those decisions; it looks like two of the three PAs will be okay.
- AFT Higher Ed and PPC meeting was attended by Dante in DC. They're lobbying congressional reps on the college affordability act, affordable free community college for students. Also attended meeting of the LI Progressive Coalition and discussed what's happening at the state level in education; e.g., Dante told them that 75% of our faculty are adjuncts, and they seemed surprised and taken aback. K-12 attendees brought up teacher prep programs, and Dante noted that we don't have a single full-time education professor; they were shocked.
- There is an upcoming "Take a Look at Teaching" summit in Riverhead on 11/21, 4-6 pm, at Riverhead High School to look at issues in K12 teaching. Dante will attend.
- Holiday party: Please RSVP before the 11/20 due date and encourage everyone to attend. We'd love to see you. It's at The Watermill in Smithtown, 12/6, at 6 pm. It's not only our annual holiday party but also we honor retirees. Remember it's no longer a sit down dinner but hors d'oeuvres, buffet stations, and desserts. Encourage your constituents to attend.
- **R. Lauria:** Is AFT lobbying for free tuition? **C. Brewer:** Yes.

Executive Vice President **Courtney Brewer** reports the following:

- I'm currently helping people with their promotion process. Different issues and questions daily. If you have constituents in the promotion pipeline, please have them call me. Hopefully all their forms are in from their supervisors or peers by now. They should have their appointments lined up; they're responsible for setting those.

M. Pappas: Do they need paper copies or are electronic copies okay? **C. Brewer:** Dean's office wants hard copies with the original signatures on it. I like to keep electronic copies in the FA office. **B. Laudicina:** I met with W. Lundberg today and they do also like the electronic copies. **C. Brewer:** Yes, between Denise, Donna, Linda, and myself, we've all been uploading them into the Blackboard space.

B. Laudicina: Is there a way for faculty to view their promotion files online to verify that everything is uploaded correctly? **C. Brewer:** Right now the CPC reps and I are the ones who have access to that. You can walk over to the campus dean's office and ask to see your personnel file, because if it's in Blackboard it should be in your personnel file and everyone has access to that. **R. Lauria:** Do electronic copies need signatures? **C. Brewer:** The paper copy has the

signature; the electronic file doesn't have to have it as long as it's on the paper copy.

Secretary **Cynthia Eaton** reports the following:

- Last meeting I had indicated that we need a substitute for the sabbatical committee, and I'm happy to report that a strong faculty advocate has been identified and will be serving in that role. Our sabbatical meeting will be held on Friday, December 13.
- Also last meeting I had indicated that we need a substitute for our faculty development and retraining committee, and I'm happy to report that another strong faculty advocate has been identified and will be serving in that role. That meeting will be held on Friday, December 6.
- I will be reaching out to an FA member to see if they'll be willing to serve as a substitute for me on the collegewide Distance Education Committee. This is only in the few instances when either the DEC meeting or our EC meeting is rescheduled. Typically DEC meets on the first Thursday of the month and our EC is the second Thursday but sometimes those get shifted. I'll reach out to that member; I just haven't had a chance to do so yet.
- As noted last month, we had two special elections, one for full-time PAs/specialists in instructional labs and the other for an adjunct rep in counseling, education, and freshman & college seminar. The elections committee counted ballots on 10/25. As you know, we've just welcomed Debbie Gerrie to the EC. In the other election, there was a tie—an historic first in the FA! The election committee voted to re-run the election to break the tie, which we're doing right now.

Executive Vice President **Courtney Brewer** reports the following on behalf of Treasurer **Pete DiGregorio**:

- On the treasurer report, take note of two items: the largest expense is the NYSUT Community College Conference as usual, and membership info is at bottom of page 2. If you have questions you can contact Pete. He's been working on 1126 and schedule D changes.
- **L. Behnke**: No change in the one full-time nonmember? **C. Brewer**: We are still trying. It might be an issue of waiting for the contract or that they're paying dues here as well as at other institutions.

Executive Vice President **Courtney Brewer** reports the following on behalf of Grievance Officer **Kevin McCoy**:

- K. McCoy apologizes for not being here due to family obligations. Regarding the three program administrators, the college has agreed to discontinue the practice that violated our contract. Nothing will be reversed but moving forward we have it in writing that they will not do this again. We are asking them to adhere to posting the positions and interviewing. We might be filing another motion about that, trying to work with college to resolve that to avoid filing an improper practice.

T. Fagan: What were those positions again? **C. Brewer**: The three general studies program administrators. We feel that they could have stayed in the FA and done what they're currently doing with coordinator titles. They didn't need new Guild positions created for them.

- The criminal justice search is at Dean Keane’s office. Ready to move to stage 3 (president) but we have to await Keane’s response first. Not sure of his status. **J. Malik:** He said he’s going to meet with people up for promotion before he leaves the college this semester.
- K. McCoy went to three peer observations, a counseling meeting with a faculty member and their chair. Also, there was a conflict between two faculty members.
- In another case, K. McCoy met with Damon Levenstien, our labor relations specialist, and two faculty members who want us to file a grievance on their behalf, but there is no contractual violation in that particular case.
- McCoy served on a new member panel during the NYSUT Community College Conference.

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

- An update on an old case: An adjunct had asked about the substitution policy. We have a side letter on that but we want to make an addition that if an adjunct substitutes for at least half of that assignment, that semester should count toward that adjunct’s next promotion. That’s not currently the case.
- I’m already dealing with wintersession seniority questions. Here’s one issue. As you know there are five factors for assignments:
 1. the number of sections offered by the college
 2. the adjunct’s certifications
 3. the adjunct’s seniority status
 4. the adjunct’s stated NORA availabilities
 5. the adjunct’s stated campus preferences

One adjunct’s seniority rights were violated because even though they are more senior, since a junior adjunct had put in Ammerman as first choice, the chair assigned the class to the junior adjunct. But the rule is that seniority trumps campus preference, so that should not have happened, and we will fix that.

- It’s promotion time so I’m fielding several questions about adjunct promotion and I wrote about it in *The WORD*. A big question has to do with the educational requirements, those additional classes beyond the master’s and generally within your discipline. **C. Eaton:** This can feel frustrating for our adjuncts because other institutions don’t require this. But since our contract allows adjuncts to maintain their rank when hired into a full-time line, we do require our adjuncts to meet those educational requirements in addition to time in rank.
- It’s also observation time so I’ve been visiting classes. I love to learn from faculty in other disciplines. Our adjuncts are *wonderful*. It’s really exciting to see them in their classes. I do have to go to one second disciplinary observation because they had already been given a negative evaluation and need to show that they have improved. I called that individual to remind them of those specific requested improvements.
- I speak with Donna Krompinger a lot; she’s an FA member who works in adjunct services. Donna wants us to announce that there’s new work space for adjuncts in Smithtown 100.

- An adjunct emailed me concerned about not being here next semester and worried that dues will be taken out. They won't if an adjunct doesn't have an assignment.
- I met with an adjunct who forgot to submit their NORA on time. It's a hard rule that if you miss deadline you go to the bottom of the B list. Not really anything we can do for those adjuncts who miss the deadline.
- I received a health insurance inquiry. Adjuncts should go to Renee Peterson in HR if they want health insurance through the college.
- Some adjuncts want to know if their seniority rights are violated in the spring. It's too soon! The assignments aren't finalized yet.
- Several adjuncts have contacted me about a temp line filled without a search. The temp line was very last minute and the college is not obligated in extreme situations to do searches for temp lines. If/when that line becomes permanent, then they have to do a search.

8. Unfinished Business

- **L. Behnke:** Is there an update on the FA trip to a baseball game? **C. Brewer:** Dante is working on that, to a Mets game in June. We'll have him report at next meeting.
- **M. Pappas:** Is the FA donating to the food pantries? It's that time of year. **C. Brewer:** Yes, Tom Law did the event at Ammerman last Tuesday, Cynthia is doing a drive with her students at Eastern next Tuesday, and Pete worked with Sister Mary Ann.
- **P. Pratt:** What happens to our email in the old FA program? **C. Brewer:** It will be turned off once the transition period is over. **T. Fagan:** Is there a feature that logs you out of the new Gmail if you forget to? **C. Brewer:** We can ask Adam to see if it's possible in Gmail. **K. Wirth:** Your best practice is to get in the habit of logging out of everything: Google drive, Gmail, everything—Google doesn't do all at once automatically.

9. New Business

- **J. Cook:** Our Making Strides event was successful, despite a rainy day. Thank you to everyone who donated or participated. Last time I looked we're over our \$1,000 donation goal. We had about 12 people walking on a rainy day. The link is still open to donate: main.acsevents.org/goto/FA
- **K. Ng Southard:** I would like to ask everyone to look at the adjunct EC vacancies on our website and see if you can help get people in your areas to fill those vacancies. We don't want any constituencies unrepresented. **K. Spooner:** Who's keeping these members informed if there are no EC reps in those areas? **C. Eaton:** Right now, no one is. We really need members in those specific areas to step up and help out their colleagues and advocate for these areas.

10. Adjournment

- Motion to adjourn by **R. Lauria**. Seconded by **D. Dujmovic**. All in favor 23/0/0. Meeting adjourned at 5:20 pm.

Members present on November 14, 2019

Officers

- Dante Morelli, President
- Courtney Brewer, Exec 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
- Jill Malik — Social Sciences

EC Reps: College-wide Adjuncts

- Marcial Gallimore: Business, Accounting, Communications, Telecom
- vacant: 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
- Ben Laudicina: Counseling, Cooperative Ed
- Mike Simon: Engineering, Computer Science/Industrial Technology
- David Clark: English
- Joan Cook: Library, Central
- Jane-Marie Wright: Math
- Alex Nohai-Seaman: Music, Visual Arts, Theatre, Philosophy, Women’s Studies
- Marlene Kellner: 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
- Debbie Gerrie: 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
- vacant: Science, Engineering, Auto
- Robert Anzalone: Social Sciences