

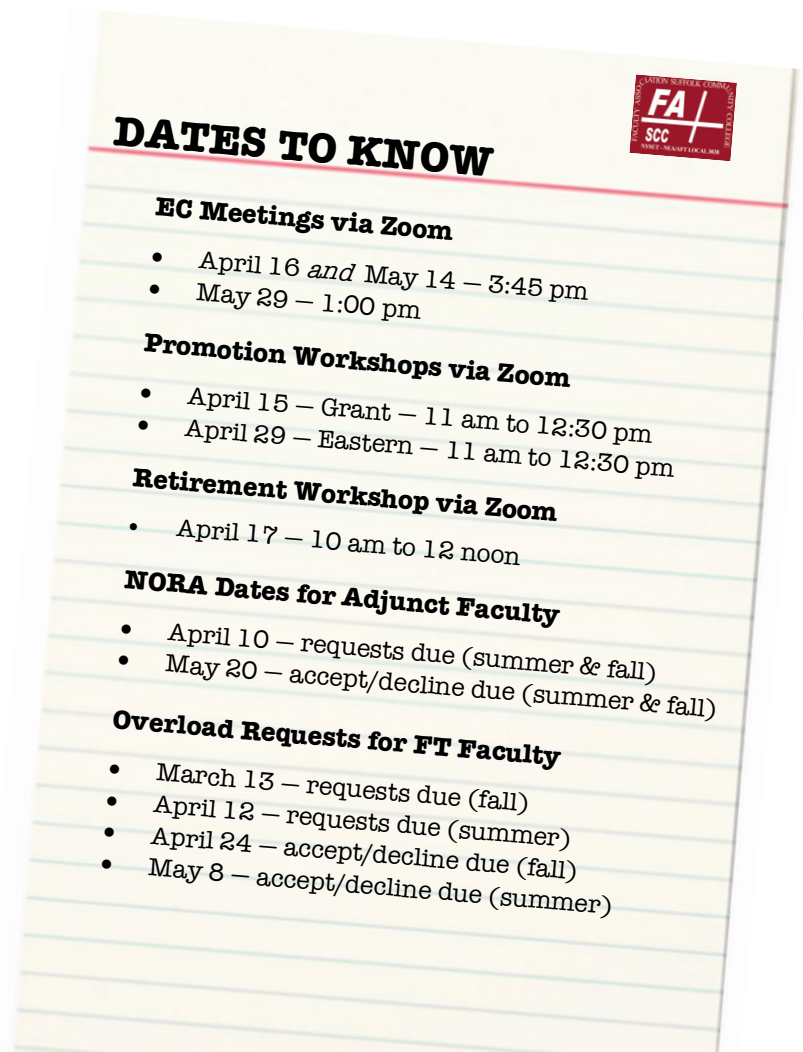


Faculty Association Suffolk Community College Executive Council **AGENDA**

Date: Thursday, April 16, 2020
Time: 3:45 pm to 5:45 pm
Location: via Zoom web conference

AGENDA

1. Approval of Minutes from March 12, 2020
2. Contract Update
3. Revised SCCC and FA Calendars
4. Donation to COVID-19 Emergency Fund for Students
5. EC Rep Issues
6. Officers' Reports
7. Unfinished Business
8. New Business
9. Adjournment





Faculty Association Suffolk Community College

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

Date: Thursday, April 16, 2020

Time: 3:45 pm

Location: via Zoom

1. Approval of Minutes for March 12, 2020

- **D. Morelli** calls meeting to order at 3:45 pm.
- As we're in Zoom today, you can either physically raise your hand or raise your hand using the electronic feature in Zoom, and we'll call on you.
- I'd like to ask for a motion to approve the March 12, 2020, minutes. **M. Kellner:** There are two comments that are attributed to me, but D. Gerrie is the one who said them. **C. Eaton:** Thank you. I will fix that.
- Motion to approve March 12 minutes as amended made by **M. Stein**, seconded by **L. Behnke**. All in favor 26/0/0. *[Secretary's note: 1 EC rep entered the meeting after this vote.]*

1. Contract Update

- **D. Morelli:** I have some good news to share. [On April 28 the county legislature will take up our contract](#) for an up or down vote. We are not sure why it has taken so long. I spoke with Rob Calarco, and we are making calls to legislators to speak to the issue.

Because of the timing of our contract vote, online class size for the summer has been increased. We had to do that to accommodate students because priority registration has already started for the fall and summer, and we didn't want members accepting lower class sizes only to have those increase once the contract passes.

If the contract doesn't pass, we will file a grievance the very next day, but we do anticipate that it will be passed on April 28.

3. Revised SCCC and FA Calendars

- **D. Morelli:** You probably saw that the college finally sent out a revised calendar yesterday. I am on the calendar committee, and we had proposed the last day of classes as May 22. The college said they had to get permission from the federal government because of how it impacts student financial aid.

Thank you to **C. Eaton** for revising and putting out the revised calendar in email and in [the FYI page of The WORD](#).

4. Donation to COVID-19 Emergency Fund for Students

- **D. Morelli:** We are going to ask for your vote on an FA contribution to the [SCCC Foundation's COVID-19 emergency fund](#). We officers spoke about this, and our treasurer has confirmed that we do have some funding available due to cost savings because other meetings and activities have been canceled.

We propose that the FA donates \$1,000 to this important fund to help our students.

Motion to contribute \$1,000 to SCCC Foundation COVID-19 Emergency Fund made by **M. Stein**, seconded by **D. Clark**. All in favor: 26/0/0. *[Secretary's note: 1 EC rep entered the meeting after this vote.]*

1. EC Rep Issues

- **T. Fagan:** Many people in student services have requested the college to purchase Zoom licenses because of its ease of use for faculty and students, but the college keeps saying they're not going to do that but instead encourage use of Teams because we already have it. There many good reasons why we should be using Zoom, but the college says if we do training then they feel Teams is really the same.

D. Morelli: We can help with this but we know operational budgets continue to be cut. Have you approached Chris Adams with this? **T. Fagan:** Yes, and Chris is advocating for it. Students find it more user friendly, Teams has audio issues, it's difficult for students to call in through Teams, so it's creating barriers. Maybe the new funding could help? **D. Morelli:** We can advocate but we all know the college's financial situation.

- **M. Kellner:** Students have been using Blackboard Collaborate Ultra, and it's been really great. Very simple and easy to use. It's something we already have. **T. Fagan:** Collaborate is great if you're in the classroom and have them enrolled but it's different in counseling. **B. Laudicina:** The college is not pushing Teams, not mandating it, so until they do so, we can use whatever makes the most sense. **M. Simon:** I personally bought Zoom for about \$20/month and it has been totally worth it. You can share accounts so if four people pitch in, it would cost them each only \$5/month. **D. Morelli:** And I'll see what we can do to help.

- **J. Malik:** Constituents have been asking if we can have a pass/fail option for students. Other schools have moved to this method. **D. Morelli:** I spoke to VP Beaudin about this, and it's a little more complicated than people think. It would need Middle States approval, and SUNY said that they cannot guarantee that if students transferred to another SUNY institution that their credits would actually transfer. Also they're concerned about impact on student GPA. It will most likely not be implemented.
- **J. Malik:** Another question is whether the college talked about alternative scheduling for fall 2020? Like one week online, one week on campus, like a blended model? **D. Morelli:** The anticipation seems to be, right now, that we're going to be on campus this fall, but of course that's up in the air. It depends on what the governor says, what public health experts say, etc. Even if you look at our March minutes, just one month ago, they seem so ancient. But, yes, I can follow up with administration about planning for the fall.
- **J. Malik:** A faculty member in my department received an email from a student who was struggling for a variety of reasons but also due to domestic violence and sent the faculty member photos of bruises, etc. The faculty member did the right thing, spoke with our chair, referred the student to the appropriate resources, etc. The chair, the next day, asked the faculty to forward the matter to Angelica Rivera and it was stated as a directive.

D. Morelli: First, this is terribly sad for the student involved. I did contact Angelica, and she agrees it is not her area. This is a student services concern. I reached out to Christina Vargas, our Title IX coordinator, who sent so much useful information. So faculty can reach out to her, or the appropriate deans on their campus: Meryl Rogers (G), Eddie Martinez (A), or Theresa Dereme (E).

- **D. Dujmovic:** First, I believe the fall will be endemic, meaning there will be outbreaks, so we should have the option to do our five office hours a week online. Some of us have very small offices and we share an office with one or two other faculty, so there's no way to have social distance. Second, we would like to have the opportunity to opt to teach online in the fall without having to go through the DEC approval if we test positive for COVID-19. Maybe someone in our department could proctor our exams. We shouldn't have to use our medical leave for this.

D. Morelli: It's still an unknown at this point what's going to happen in the fall. The best we can do is wait and see. To address this and related issues, the other officers and I have decided to revive the FA health and safety committee, and Kevin McCoy has agreed to chair the committee. If any of you are interested in serving, please let us know.

- **L. Behnke:** But if someone is sick outside of COVID-19, we have a colleague or adjunct come in to cover the course. It's very upsetting for students to have to shift to online, so there's more to discuss here. **D. Morelli:** That's why the health & safety committee can and should address these issues, then we can pursue their ideas and proposals.
- **J. Wright:** There's a rumor that the exempts are taking lag pay? **D. Morelli:** I do not know.

- **J. Wright:** Assuming we go back to the classrooms in the fall, how could we maintain social distancing when we have such crowded classrooms in the Riverhead Building? **D. Morelli:** Again, the health & safety committee can look at that.
- **J. Wright:** Given all that is going on, are the eight hours of priority registration still going to be a requirement for faculty? **D. Morelli:** Yes, we are still under our contractual obligations. My advice is to reach out to your students and offer that if they need advisement you stand at the ready. You can use email, video chat, phone (dial *67 first to keep your number private), Schedule Builder, etc. **T. Fagan:** We are at a critical point at the college, and we need all hands on deck. This situation is overwhelming for all of us, but everyone should be helping students right now with advisement.
- **J. Wright:** We got a lot of directives from administration about reaching out to all of our students, and it seems clear that administration doesn't know how many students some of us have. A constituent used blind carbon copy to email all six of his classes at once. It was blocked. This person thought that because the relationship with administration is so poor, it was clear that the college blocked it as spam. Just sharing so people are aware how you use blind carbon copy. **K. Wirth:** The college doesn't identify you as a spammer, the Microsoft system does, and it doesn't have anything to do with blind carbon copy, it would do it with any email. The solution is to email to a group. **C. Brewer:** The faculty member should just log into Blackboard and email each class as a whole at once. **J. Wright:** But then he'd have to log in and out six times. **C. Brewer:** That is still less work than looking up and copying and pasting all emails from all six classes.
- **B. Laudicina:** Lots of faculty in the promotion cycle are waiting to hear if they're promoted or not. It's causing anxiety for faculty. EC reps should know the status so we can pass it on to our constituents. **C. Brewer:** Yes, I was going to report on this. I've been pushing administration to just send the letters already. If members email me, I will cc: Paul Beaudin on it as well. The longer this goes, the more uneasy people get. **D. Morelli:** We want to remember too that contractually promotions are based on merit, not on the college's finances.
- **C. Bosco:** To go back to the previous pass/fail discussion. We discussed this at our Senate committee, but it's not going to happen because of the detriment to students. This doesn't help them when they leave SCCC. Instead we are encouraging faculty to consider an incomplete and give students more time to get through the work. And, regarding the fall, Stony Brook is telling faculty to develop two syllabi: one for on-campus and one for online just in case.
- **D. Clark:** My department decided not to offer any on-campus classes at all this summer. Doug Howard has said people will need to get certification to teach online then? **D. Morelli:** Currently there are faculty with no distance ed certification and they're teaching five or more classes online. We agreed that to protect our members—some of whom are high in seniority and may have a spouse who's lost their jobs, etc.—if they want an assignment in the summer, it goes by seniority and they do the best they can to learn the basics of Blackboard. Cynthia did an incredible job of putting up [Blackboard Basics materials on our website](#). This does not mean, however, that they are certified for the rest of their career. They would still need to go through the proper certification process.

- **M. Simon:** Question about preparing the fall, we were told that it's not possible to get certified in time to teach online this fall. **C. Eaton:** There is and always has been a process other than the formal training to get certified to teach online at SCCC. For example, when I first came here in 2004, I had been teaching online since 1998, so it wouldn't make sense for the college to give me reassigned time or an overload to train to teach online. I sat down for like two hours with the dean of OIT, showed him all of my courses, established my expertise and proficiencies, etc., and he officially certified me.

This has always been an option, mostly for faculty hired with prior experience. But if any member feels that they have advanced proficiency in Blackboard, that they've been doing such good work with this remote learning, etc., they should contact Camille Karlson in CIP and ask to have that conversation. I'm not saying at all that she's going to rubber stamp everyone who has their hand raised, but there *is* a process.

- **K. Wirth:** What about vacation time? Since we can't really take those days and actually go anywhere, can those be carried over? **D. Morelli:** I don't anticipate that happening because there'd be too many gaps with people out in the next year. **P. DiGregorio:** The contract is clear on this. The vacation time cannot be carried over unless vacation time is denied by the administrator. That only happens in rare circumstances, for example, with ETU staff needing to get the Grant LRC open for the fall semester a few years ago.
- **K. Spooner:** To go back to Cynthia's comments, what about adjuncts getting certified to teach online? **C. Eaton:** From the time Appendix J was first negotiated, the FA's position is that adjunct faculty are to be treated 100% equally to full-time faculty for all things distance ed. **K. Spooner:** But if everything's online, are adjuncts going to have any chance to get a class, to get work? **C. Eaton:** If everyone's remote in the fall, it'll be just like we're handling things now. You know the FA has worked very hard to make sure every single member has work who has wanted work. **K. Spooner:** Yes, I know. Thank you.
- **L. Dato:** Also can we do online certification workshops over the summer? **C. Eaton:** My understanding is that administration is working with Center for Innovative Pedagogy, which oversees distance ed, to do workshops this summer to help faculty both in the summer and to plan for the fall as a backup. But these are more like "how to" workshops, not the full eLearning Academy that certifies faculty. I volunteered for weeks to help train faculty for this remote learning, and I can do that again this summer. **L. Dato:** Can that count toward eLearning Academy? **C. Eaton:** I don't believe so, no. These trainings are a little more tool-based, more point-and-click based. The eLearning Academy gives three contact hours overload or reassigned time so faculty have time to learn the tools but more to really think about pedagogical issues, overall design, it's more intellectual labor, not just technology training.
- **D. Dujmovic:** Can we explore doing oral exams to help counter cheating in online classes? When we suspect students cheat on campus, we bring them into our office and ask them questions, so we need to be able to do that online. Just something to consider. **D. Morelli:** Okay, thank you, Dave.

6. Officers' Reports

President **Dante Morelli** reports the following:

- Out of the federal [CARES Act](#), \$14 billion is being made available for higher ed institutions, which does not include for-profit colleges, with half earmarked to cover student fees & expenses. Community colleges in New York got \$118 million, and SCCC is one of the larger recipients. We are getting \$6 million strictly to aid students, plus additional money to fill in other gaps—which is really great. So we’ll see how that helps the institution.
- The state budget looks abysmal. We were hoping for an increase per FTE but now it’s a \$0 increase. I expect the county will be similar because it’s so dependent on sales tax, and people are not out and buying things. The college thinks enrollment might be fairly strong. They’re putting out creative ads about staying home, and some early data shows that high school graduates do want to stay close to home and not spend so much money on four-year schools, especially if they might just end up going online again.
- The April 16 Board of Trustees meeting has been rescheduled for April 30.
- Let me or Kevin McCoy know if you’re interested in serving on the health & safety committee. It’d be good to get experts on there, especially our nursing members.
- Communicating with constituents is more important than ever. One adjunct wanted to withdraw from the union, and one of her points was that she never heard anything from her EC rep. At other colleges where she works, she does hear from those reps. So please be in touch with your constituents. It really matters. If you’re having trouble with your email, please let us know, and [Adam Bailey](#) will help. You. This is so important.
- Just so you’re aware, a lot at NYSUT and AFT events have been canceled or rescheduled.
- **L. Behnke:** What’s going on with presidential search? **D. Morelli:** Thank you, I meant to address that. As most of you know, we had three candidates. One of the three took a job elsewhere, and the remaining two both decided to bow out. The committee is back to the drawing board.

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

- I mentioned earlier about the promotion process with members who are still wondering whether they’ve been promoted or not. I will cc: VP Beaudin on these messages because our members don’t need this additional anxiety.
- I held a Zoom workshop for promotions at Grant yesterday, and I will hold another one on April 29 from 11 am to 12:30 pm. It’s for Eastern, but I’m also inviting Ammerman and Central faculty, but really anyone who wants to attend can attend. Let me know, and I’ll forward the Zoom invite to them.

Secretary **Cynthia Eaton** reports the following:

- [The April issue of The WORD](#) is out! Please read and share with your constituents. It shows how all of our members, classroom and non-classroom, full time and adjunct, really worked

hard to shift to remote working and teaching. It also includes in the FYI page updates to the wall calendar for the coming months and lots of other useful info for members.

- I am hosting the retirement workshop tomorrow via Zoom from 10 am to 12 noon with Gerry McGahran of Stacy Braun, Sue DiFiore and Margaret Ann DiSanza of EMHP, and Mary Kaffaga.
- We moved the faculty development and retraining deadline back to April 30, and I have been fielding inquiries about those.
- We are in conversation with NYSUT and our FA election committee about pushing back the spring 2020 elections until the fall semester. This is because for campus specific and department-based positions, we typically conduct the elections by putting a ballot box next to the faculty mailboxes or copy machine. We typically only mail ballots for the college-wide constituencies.

NYSUT's election committee has advised us that it's fine to postpone the election provided we follow some rules to ensure we are within state and federal laws. Once we get clarification on that from the NYSUT election committee, we'll bring it to our FA election committee and our next EC meeting. Whatever we do, we'll have to notify members, which might just be a simple postcard.

Treasurer **Pete DiGregorio** reports the following:

- You have the treasurer report. The budget is all over the place because we didn't expect so many retirements at this point. And now with corona we haven't been traveling, conferences are postponed or canceled, the leader appreciation event is canceled, so we're saving money there. One thing you'll notice is the negative expenditure for office capital expenses; that is due to the fact that our web manager and IT consultant are shared with the FA Benefit Fund, so that negative amount reflects the check that the Benefit Fund already gave us for their share.
- We currently have 448 full-time members, and we are curious to see what will happen with retirements. On the last page is the VOTE-COPE fund. In April, NYSUT sends us 20% of our contribution, so we should be getting that, then we request any additional 20% so that number will increase.
- I've been dealing with staffing, schedule D, and changes to payroll a lot. Dues will come out of the last of four paychecks for adjuncts in the next one. **P. Pratt:** We previously contributed \$1,000 to the AME music festival; did we get a refund? **D. Morelli:** We actually didn't write that check yet, and AME has said they're postponing it to next year.

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

- Things relatively quiet. It seems faculty get in less trouble at home [*laughs*]. There are a few investigations and grievances on hold, but we need to move on those remotely. Dante and I

will meet soon about two grievances, which we had set up previously to meet about a few weeks ago.

- I've been pleasantly surprised because I thought more faculty might have more trouble going online, but not many have. Just a few members chose to drop their assignments. The FA was very concerned with non-classroom faculty but we were able to find work for everyone.

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

- I have been working on the usual certification issues, seniority issues, and tuition reimbursement inquiries.
- I want to remind adjuncts of new NORA dates. They're in [The WORD](#), right here on our meeting agenda, and on the wall calendar.
- I did work with a few adjuncts who needed help getting online, and we did that.

1. Unfinished Business

- None at this time.

1. New Business

- **C. Bosco:** From my work on the Senate quality of life committee, we had been planning to do a TLC on who to call and what to do in certain situations. We're hoping to find out protocols for, say, not getting sick. For example, what rights and responsibilities do members have if a student comes in and is coughing and sneezing all over? Or what if face masks are mandatory but a student comes in without one? **K. McCoy:** Those are great questions for our FA health & safety committee.
- **C. Bosco:** For Professors on Wheels, it might be a very long time before we get invited to go into nursing homes again. Should we shift to something like faculty writing letters to residents in these facilities, to breach the isolation? Maybe pen pals or something? **D. Morelli:** Excellent idea! Let's talk about that.
- **L. Behnke:** We might need to prepare for PTSD situations in the fall.

1. Adjournment

- Motion to adjourn by **D. Dujmovic**. Seconded by **J. Malik**. All in favor 27/0/0. Meeting adjourned at 5:28 pm.

Members present on April 16, 2020

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
- [Jenn Micari](#): 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