

**FACULTY ASSOCIATION
SUFFOLK COMMUNITY COLLEGE**

Minutes of the Executive Council

February 9, 2012
Ammerman Campus at Selden
Southampton 229

Present:

Officers: **Ellen Schuler Mauk, Kevin Peterman, Joyce Gabriele, Marie Hanna, Sean Tvelia, and Cynthia Eaton**

Adjuncts: **Doug Cody**, Biology/Chemistry/Earth & Space Science/Fire Science/Physics/ Auto Tech/Eng. Tech; **Frank DiGregorio**, Economics/History/ Political Science/Criminal Justice/ Psychology/Sociology/Anthropology/Geography/ Counseling/ Campus Activities; **Priscilla Pratt**, English/ Library/Speech/Theatre/Broadcasting/ Communication; **Russell David**, Math; **Sarahjeanne Goldstein**, Nursing/Health Careers/Nutrition/ Chemical Dependence /Early Childhood/Physical Education/COL101; **MaryAnne Ellinger**, PA/ Specialists Instructional Labs; **Maureen Sandford**, PA/Specialist Academic Skills Center; **Christopher Gherardi**, Retiree/Guild

PAs: **Steve Ortiz-Rios**, Technical Areas/Instructional Centers; **Deb Kiesel**, Instructional Labs

Ammerman: **Sara Rafferty**, Fine Arts & Music; **Lisa Aymong**, Nursing, Health & Human Services; **Darryl Butkos**, Biology & Physical Sciences; **Jane Marie Wright**, Math; **Kevin McNamara**, Acct/Bus.Admin/ Bus.Info.Systems; **Denise Haggerty**, Social Science, Behavioral Science; **Maria Kranidis**, English; **Karen Pepe**, Counseling; **Mike Simon**, Engineering, Computer Science, Industrial Technology

East: **Mike Boecherer**, Library, Humanities, Social Sciences

Grant: **Bruce Seger**, Liberal Arts, Counseling, Library; **Mohini Ratna**, Liberal Arts, Counseling, Library; **Pete DiGregorio**, Business Programs, ETU, HVAC

Ellen Schuler Mauk called the meeting to order at 3:50 p.m.

Approval of the December 8, 2011 Minutes:

McNamara motioned to approve the minutes; **Goldstein** seconded the motion. The minutes were approved unanimously.

Resolution to donate an (\$500) iPad to be raffled off on Professional Development Day:

Schuler Mauk asked for a motion on this resolution. The motion to accept this resolution was made by **Wright** and seconded by **Goldstein**. This resolution was approved with one abstention.

EC Rep Issues:

Wright stated that she had two concerns:

- Have we learned anything regarding the overhead projector issue that was presented at our December EC meeting? **Schuler Mauk** reported this information to **Dean Sherwood** regarding both the ETU issue and the condition of the overhead projectors. The overhead issue had not been brought to his attention before but he indicated that he would address it. He is aware of the ETU issue. **Schuler Mauk** will follow up on this.
- How is seniority of retirees calculated especially if they were administrators as well as full-time faculty? **Schuler Mauk** stated that seniority is a more complicated issue than first appears and that you should contact the FA office when questioned by your constituents about it. **Schuler Mauk** reviewed the process: seniority is first based on the number of years in the college and then rank and years in rank. Overload depends on what courses were requested and qualified to teach (i.e. online, College Seminar). It is not an absolute. What you request is considered first then your position on the seniority list is reviewed. Overload is assigned by the number of semesters that you taught as full-time and as an adjunct when you were in a Unit III position. If those are equal, then it goes to the date of rank. Then they look at how many courses you taught in the discipline. The full-time and adjunct courses are counted. Teaching summer courses gets you an extra semester. If an individual works in an administrative capacity and not as an elected position, time in which they serve in that non-elected administrative position does not count. But if they taught overload, the overload semesters and work does count. When most people retire after 30-40 years, they basically go to the top of the adjunct seniority list. However, the position on the adjunct seniority list is relative to how many years they've been at the college, etc. vs. how many years, etc. someone else has been teaching as an adjunct. Going to the top of the list is not a given. **Tvelia reminded everyone** that the retiring faculty member must fill out the appropriate form stating that they want to continue to teach as an adjunct after retirement. **Schuler Mauk** that one's assignment is based on what one's status is when he/she requests overload/adjunct work. So, if one wants to teach in the semester in which he/she is first retired, he/she will have made the request while a full-time faculty member and will receive the course as a full-time overload course. For every semester after the first one immediately after retirement, the faculty member will be assigned based on adjunct status and his/her seniority. **Eaton** reported that **the Office** of Professional Advancement will actually hand count the number of semesters over the course of that individual's teaching career at SCCC if there is a question raised regarding one's relative seniority on the adjunct seniority list.

Schuler Mauk indicated that this all takes time. The college only has computer records dating back to 1988, so work prior to 1988 requires a hand count.

Pepe asked where we are regarding our health benefits? **Schuler Mauk** reported that, to date, there has not been a sit down meeting between the unions and the **County Executive Steve Bellone** to discuss the issue.

David asked

- Are there any plans to publish the new regulations on Veterans Day? **Schuler Mauk** reported that she has spoken with administration. There is nothing in the law for an institution to publish this information. The college is only required to follow the law. **Schuler Mauk** stated that **Lars Hedstrom** has written an article for **The WORD** regarding veteran's issues. Perhaps in a future article at the appropriate time, he will include the information in his veterans' issues column.
- Thanked **Schuler Mauk** for getting the College administration to change the 2014 academic calendar regarding Easter/Passover observance.
- One of his constituents reported to him that the College is in violation of labor law by making adjuncts wait 6 weeks before they get paid. **Schuler Mauk** reported that to her knowledge there is no violation of labor law. She requested that he send her a copy of the law cited by his constituent stating such.

Pratt asked:

- If the list of labor management concerns discussed at the November 2010 EC meeting were being negotiated. **Schuler Mauk** stated that because of all the transitional changes nothing has been agreed to but the conversation has begun.
- Will the 8 credit limit for adjuncts be changed? **Schuler Mauk** responded that that item is not high on the list for either side. The problem is in terms of getting curriculum and instruction done. There just aren't enough full-time people around to get the work done. The more contact hours that you give to adjuncts the less full-time lines are available. There is also a concern that if adjuncts hours increase they would be performing 2/3 to 3/4 of a full-time load at without getting pro-rata full-time wages and no employer paid health benefits. It would provide no incentive for management to create new full-time lines. Middle States also has a problem with it because fewer student services would be available since adjuncts are not required to hold office hours or perform advising. **Gabriele** reported that presently there are 485 full-time faculty and adjuncts have increased to 1669.

Aymong asked if there was any way we could get more handicapped parking spots for the Riverhead building for students and faculty? **Schuler Mauk** stated that the College is in compliance with handicapped parking spots. **Aymong** stated that if you don't get to the college by 7:30 am all spots are taken. **Kiesel** stated that they can get a ride from security but accommodations must be requested by that individual.

Schuler Mauk reported on the issue of library books being thrown out. At the next meeting of the BOT which will take place this month there is an agenda item that will be

presented - Policy of Personnel and Surplus Properties regarding disposal of waste and surplus.

Schuler Mauk also reported regarding the complaint of faculty having to get permission to make a LONG DISTANCE calls (students have 914, 718 and lots of other area codes for their cell phones). The college is looking into this issue to see if it can be changed.

EC Elections:

Hanna reported on the changes in the spring 2012 EC elections:

All but four (4) EC rep terms will expire this June. In May 2011, all faculty approved the revised FA Constitution. Consequently, many of the EC areas and their constituents have also changed. Therefore, elections will be held in all the affected areas. See table below:

Red highlighted print is not up for election this year

A lottery was held today to see which EC areas would have a one year term and which EC areas would have a two term. It is important that we have consistency and not replace a rep every year. **Blue highlighted print is a one year term.**

Full-time Representatives

Ammerman

- Nursing, Health and Human Services, Physical Education
- Math
- Biology, Physical Sciences
- Music, Visual Arts, Theatre, Philosophy
- Communications, Languages, Reading, TV/Radio/Film
- Library, Central
- Accounting, Business Administration, Business Information Systems, Legal Studies
- English
- Social Sciences, Behavioral Sciences
- Counseling
- Engineering, Computer Science/Industrial Technology

Eastern

- Science, Math, Social Science, Business, Nursing, Culinary, PE
- Library, Humanities, Counseling

Grant

- Nursing, Health Science, PE, Veterinary Science
- Business, HVAC, CIS, Technology, ETU Coordinator
- Library, Counseling, Media
- Social Sciences
- Natural Sciences
- Humanities

Professional Assistants

- Programmatic
- Instructional Labs

- Technical Areas/Instructional Centers

Adjunct Representatives

- English
- Math
- Science, Engineering, Automotive
- Business, Accounting, Communications, Telecom
- Nursing, PE, Health Sciences
- Humanities
- Foreign Languages, ESL, ASL, Reading
- Social Sciences
- Counseling, Education, Freshman & College Seminar
- PA/Specialist–Skills Centers
- PA/Specialist–Instructional Labs
- Guild, Retiree, PA/Specialist–Programmatic
- Culinary, Fire Science, Library, Electrical Tech, Drafting, Interior Design

Hanna also reviewed the Elections timetable. See below:

- **March 15th** Request for Nominations
- **March 26th** Close of Nominations
- **April 23rd** Ballots will be mailed by the FA for PA and Adjunct Elections
- **May 7th** Close of Voting
- **May 10th** Certify Elections @ E.C. meeting

Schuler Mauk read the letter from **Assistant VP Employee Resources Jeff Tempera** regarding the AME elections, campaigning, not using college supplies and fax machines. Per our contract, the college does allow the FA to use college equipment for union activities. All FA EC candidates will be given the names and home addresses for their constituents. You can mail any campaign information to them at the candidate's expense. Each candidate can copy one campaign piece of literature on the FA copier machine but candidates will have to use your own envelopes and stamps. Please e-mail from you home computer and use a personal e-mail address. You cannot use the college mail service for interoffice delivery of campaign material but you can hand deliver to the office mailboxes. A discussion resolved that an email to constituents for a call for nominations is allowed because this is normal union business.

Hanna reported that the biggest change is on the Grant campus. We will have six (6) EC reps instead of three (3). **Peterman** stated that the original FA constitution was from 1988. Since then the Grant campus faculty has increased in full-time and adjuncts.

Schuler Mauk stressed that we have to keep our membership aware of what we have and not have it taken away. At the present we will not be gearing up for contract negotiations since our contract runs until 8/31/15. That's the usual way of bringing awareness of the contract to their attention. She further emphasized that the EC reps are the FA's eyes and ears. At the next EC meeting **Schuler Mauk** wants to discuss how we can engage our

members. It will be an agenda item, so please think about this and bring your ideas to that meeting.

Foundation Gala:

Schuler Mauk reported that the Foundation Gala will take place on March 30th. The AFT Higher Ed Conference is scheduled at the same time. As a result, only 2 officers can attend the Gala. We budget \$2,500 each year for six (6) tickets. It will begin at 6:30 pm at the Bourne Mansion in Oakdale. If you are interested in attending please let us know by the next EC meeting. If more than four EC reps are interested, we will draw names. If we have less than four names you may be able to bring you partner/spouse, depending how many requests we have.

Higher Ed Lobby Day:

Schuler Mauk reported that Higher ED lobby day is scheduled for March 5th and 6th. So far we have five (5) faculty members attending: **Peterman, Kevin McCoy, Gabriele, Pratt and Schuler Mauk**. **Peterman** stated that they would leave Monday, March 5th from the Grant campus. There will have dinner and then a **NYSUT** meeting at the hotel. Then at 8 am they will drive to the capital. Appointments have been scheduled from 9 am to 1 pm. After these appointments, we will leave for home. **Schuler-Mauk** stated that the good news is we did not have our funding cut. The bad news is that we have not had our funding increased. **Schuler Mauk** also stated that **Senator LaValle** said that this is the year of community colleges and **Assemblyman Silver** stated that community colleges should be getting 40% of Higher Ed funding.

Professor on Wheels:

Aymong reported the most recent news about the FA sponsored program,

Professors on Wheels:

She and **Tim McHeffey** are co-coordinators for the overall Community Outreach Program. However, **Dan Linker** is the Professors On Wheels program coordinator.

On Friday January 20th we hosted a Professors on Wheels Showcase. We invited representatives from local nursing homes, adult homes and rehab centers to see what Professor on Wheels is all about. There were some live presentations on some of the topics that may be of interest to them. The presentations were videotaped by **Gayle Sheridan**, who did a wonderful job capturing the whole event which will be on the Community Outreach web site to view.

Island Rehab in Medford has been utilizing the Professors on Wheels program for quite some time. They even had a graduation for the residents, which was featured in **Newsday** last June. They look forward to new faculty presentations at their facility again this year. The residents enjoy the presentations. They could be as simple as a fun trip to the Grand Canyon, teaching scrapbooking or just talking about a favorite author or as complex as a topic that you teach such as stem cell research or aspects of the solar system. It keeps the residents' minds active and they can participate in the presentation too. The number of facilities that want to participate in the program is growing. We are in need of more presenters for these facilities. There is a good amount of interest expressed from faculty, but we need commitment. This is where we are asking for your help. **Please email your**

constituents to get involved. Better yet, identify a couple of your colleagues and speak to them personally about doing a presentation. Even better, volunteer for a presentation yourself. Give them a list of times and locations that are available—and then go back to them to make sure that they make the commitment. The College administration is very impressed with this program and it's a good community service item to include in their A forms for promotion. Even more so, it's intrinsically rewarding for the presenters. Give back.....we have so much knowledge and so many older people to share it with. At this time we are trying to get March, April, May and June organized with dates and faculty for the interested facilities.

On Tuesday January 31st, **Linker** and **Peterman** met with the Suffolk County Legislature's Education and Information Technology Committee in Hauppauge which is chaired by **Legislator Sarah Anker**. They were very impressed with the FA's success of the program. **Dan Linker** was able to get **Legislator Wayne Horsley** to volunteer to do a presentation. They definitely embraced the Professors on Wheels program. NOW we need to embrace it too..... And this is terrific PR for us—especially when the broader public is questioning what teachers at all levels really do for the public at large.

Please get your campuses involve...Remember: “Activism works...”

Schuler Mauk reminded all that this program helps us to present another face to the community. Go to your constituents and get them involved. Please read **The WORD** article.

Officers' Reports:

President's Report:

Schuler Mauk reported that:

- **Tim McHeffey** has been accepted to attend the Leadership Institute this summer.
- The letter from **Executive VP of NYSUT Andrew Pallotta** was distributed to all EC reps opposing a Tier 6 retirement system. There are those who think that this doesn't affect them because they are in Tier 3 or 4. But if this retirement system underfunds the defined benefit fund, it will affect our colleagues and children. If there is a call for a constitutional convention, it will change the present retirement system plan and can change people's lives.
- Stated that she received five (5) thank you notes from the retirees in response to the retirement gift and remembrance that were given to those that attended the holiday party as well as those who could not attend.
- Reviewed the Advisory Manual for Title 3. The manual is 102 pages long. It is very clear as to how to be a student advisor. It will be sent to you via e-mail. It was sent to the FA to make sure that no contractual issues were violated. Responsibilities were for faculty advising and not taking the place of counselors. **Eaton** stated that it is an excellent manual that was developed by faculty not administration. **Wright** requested a hard copy because if everyone printed it from their office computers, there will be a paper issue in her department.

- There has been a change in the drop/add policy – that includes an option that no student can add a course after the 1st class session. This policy change must be agreed to by the entire department on all campuses teaching the same course.
- The **New Member Social** will take place on May 4th at 3:30 at The Oar Steak & Seafood Grill in Patchogue. The **Leadership Appreciation dinner** will take place on June 5th at 3:45 pm at Painters Restaurant in Bellport.

Vice President's Report:

Peterman reported that:

- Promotions are in the pipeline. **President McKay** has signed the letters and they should be mailed out this week.
- Promotions workshops are as follows:
 - 3/14 at Grant – Room Sag 259-260
 - 3/21 at Ammerman – Room H30
 - 4/11 at Eastern – Room P228
- Attended a Focus Group on Strategic Planning. A document was handed out asking permission to audiotape the meeting. It was an open discussion and no names were used. An individual called and asked if this was legal. Yes, it is legal. Permission has to be given to record a meeting. The contract was not violated. The facilitator also had to sign this document. Once the proceedings of the meeting are written the audio tape will be destroyed.

Treasurer's Report:

Gabriele reported that:

- The auditors completed the 2010-2011 audit. The September → December 2011 treasurer reports were distributed. Each EC rep should have received the reports via email. **Sandford** asked that the December 2011 statement be sent to all because the December 2009 one was sent in error. **Gabriele** will have Anita send it to everyone tomorrow. Sorry!
- No bank statements have been received yet for January 2012.
- No monetary surprises
- There are 485 F/T members
 - 19 F/T agency fee payers
 - 1,669 Adjuncts
 - 311 Adjunct agency fee payers
- Adjunct dues for the spring will start in March.

Secretary's Report:

Hanna reported that:

- Faculty development workshops have begun. The first workshop was held at the Ammerman campus this past Monday, 2/6. The Eastern campus workshop will be held on 2/13 and at the Grant campus on 2/27. It is a little later because of President's Day on 2/20.

Grievance Officer's Report:

Tvelia reported:

- Dealing with a sexual harassment hearing.
- Discussed with HR about when a student complains about anything but sexual harassment they should not go through a committee hearing.

Adjunct Coordinator's Report:

Eaton reported that:

- Dealing with one seniority issue between two F/T faculty members who retired and are now adjuncts. Currently being triple checked by **Dean Tvelia's** office re: who has more seniority.
- Re: bumping in an online class. The same policy as an on campus class applies. That is, an adjunct can bump another adjunct out of an online class if willing to develop and prep the course if they haven't taught it online before.
- General note to adjunct EC reps: when adjuncts contact you and a question gets forwarded to me, I typically route the info back through the EC rep. However, if the EC rep says to the adjunct, "You should ask Cynthia," I deal directly with the adjunct from that point on....unless the EC rep asks me to keep them in the loop.

Unfinished Business:

None

New Business: **Pepe** reported for **Ratna** that the AHRC Grant plant sale will take place on May 2nd.

Schuler Mauk adjourned the meeting at 5:40 p.m.

Respectfully submitted,
Marie S. Hanna, Secretary