



It Is Time to Deliver



For more than ten years the FA has been educating elected officials about SCCC and its unique place in higher education. In addition, we have been educating NYSUT's leadership and our NYSUT colleagues in Suffolk, from K-12 to higher ed and health care.

We have a database of over 53,000 NYSUT members who live in Suffolk County. This data identifies each member by their legislative district. Using this data we were able to offer the endorsed candidates an opportunity to mail these constituents in their district. The FA developed an endorsement letter from FA President Ellen Schuler Mauk customized for each candidate. The candidates were not given access to the names and addresses of their constituents. The mailings were handled by the FA and its union printer and all data will be destroyed after the election.

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LEGISLATIVE ENDORSEMENTS

The EC approved the FA PAC Committee's recommendations to endorse the following candidates:

- | | | | |
|-----------------|-----------------------------------|------------------|---------------------------|
| 1 st | Edward Romaine (R) | 10 th | Cameron Alden (R)* |
| 2 nd | Jay Schneiderman (R)* | 11 th | Thomas Barraga (R) |
| 3 rd | Pete O'Leary (R)* | 12 th | John Kennedy (R)* |
| 4 th | Joseph Caracappa (R)* | 13 th | Lynn Nowick (R)* |
| 5 th | Vivian Vilorio-Fisher (D)* | 14 th | Wayne Horsley (D) |
| 6 th | Daniel Losquadro (R)* | 15 th | Elie Mystal (D)* |
| 7 th | Jack Eddington (D) | 16 th | Steven Stern (D) |
| 8 th | Bill Lindsay (D)* | 17 th | Louis D'Amaro (D) |
| 9 th | Ricardo Montano (D)* | 18 th | Jon Cooper (D) * |

* incumbants

Among the 18 legislative districts, NYSUT membership ranges from almost 1,000 to more than 5,000 voters. Realizing the significance of these numbers in local elections, two-thirds of the candidates have chosen to do the mailings.

In addition, the FA is conducting phone banks November 1 -3 at the NYSUT Regional office in Hauppauge from 4 to 7 p.m. in several key races. Your EC rep has the details as well as a sign-up sheet. Your time, just 3 hours, will make a difference on November 8.

It is time for us to deliver!

- Kevin Peterman -

Negotiations Update

The second negotiations session between the FA Negotiating Team and the County/College is scheduled to take place Monday, November 7. At this meeting the County/College team will present their negotiating proposals. Another meeting has been scheduled for November 14. After November 7 faculty may review both the FA and the County/College negotiating proposals at the FA Office. Arrangements will be made to have the proposals available for perusal at the Grant and East Campuses.

NYSUT Community College Conference



Photo by Bill Perrotti/Mohawk Valley CC

Community College Conference attendees. Standing (l to r): Maureen Sandford, Tara Fagan, Cynthia Villanti, Barbara Leek, John Burgess, Kathie Rogers, Chris Gherardi, Marie Hanna, Adam Penna, Louise Johnston, Joyce Gabriele, Frank DiGregorio, Kim Ng Southard, Charles Grippi. Seated (l to r): Sean Tvelia, Ellen Schuler Mauk, Kevin Peterman and MaryAnn Ellinger.

The 27th Annual NYSUT Community College Conference was held at the Gideon Putnam Hotel in Saratoga Springs from October 14-16. The FA had both adjunct and full-time faculty representation, including classroom faculty, counselors, librarians and PAs. The conference was entitled, “Controlling the Balance of Power- Locally and Globally” and was presided by Ellen Schuler Mauk, the Conference Chair. The keynote speaker was Charles Kernaghan, Executive Director of the National Labor Committee for Worker and Human Rights, who talked about the global and national ramifications of Walmart. Workshops included such topics as collective bargaining basics, disruptive students and sexual harassment. Three of

our own gave workshops on “Health and Safety in Higher Education”(Sean Tvelia), “Communicating with Members Using Technology” (Kevin Peterman), and “New Issues in Distance Education” (Cynthia Villanti). This year, several NEA (National Education Association) community college locals from New York state joined the conference. All NEA locals will be invited to next year’s conference since they will be part of the “merged” AFT/NEA in New York state.

FA / SCC | **THE WORD**

Joyce Gabriele Co-Editor
 Kevin Peterman Co-Editor
 Kevin Peterman Photography

AFTCN
 Communicators Network



Sean Tvelia

Executive V. P. and NYSUT’s Community College VOTE/COPE Coordinator Kevin Peterman updated the community college locals on their contributions to VOTE/COPE

ESTEE LAUDER PASSES

Estee Lauder all-day warehouse passes for Saturday, November 19 and 26 will be available at the FA office. Interested? Please call Anita at 451-4151.

DISCOUNTS AT BARNES&NOBLE.COM

NYSUT Member Benefits has a new discount program available to members and agency fee payers—an online bookstore. To receive a 5% discount off already discounted prices in the online bookstore, members should use the link off the Member Benefits Web site, www.memberbenefits.nysut.org. In addition, members receive free shipping on orders of \$25 or more. Orders with eligible products—books, college textbooks, music, videos, prints and posters—will be delivered within 3 business days of leaving the B&N warehouse.

MATERNITY DISABILITY LEAVE

As a result of some “confusion” regarding the definition and conditions of maternity disability leave here is a clarification of the coverage: A woman who has delivered a baby is considered medically disabled because of the physical condition of having delivered a baby. It is up to the woman’s doctor to determine when she is no longer disabled and write a note indicating this determination. Therefore, women may use their sick days as part of the time they take after the baby is born. In addition the Family Medical Leave Act (FMLA) [<http://www.dol.gov/esa/whd/fmla/>] may also be applied if the member chooses to apply. Such maternity/disability time/sick day time is not granted under the provision to someone who adopts an infant. The adoptive parent would have to apply under the FMLA to use accumulated time to stay on payroll and continue employer paid health care.

KATRINA RELIEF FUND

Oops - we neglected to mention an action taken by the EC at its September meeting. The EC authorized a contribution of \$1,000 to the AFT Disaster Relief Fund.

etc.

PA II Jennifer Carlson (biology, Ammerman) and her husband Jack are the proud parents of a new baby boy, Jack Andrew Carlson. He was born on September 26 at St. Charles Hospital weighing in at 8 lbs. 7 oz. and 21¼ inches long.

FEDERAL BUDGET

Oppose mandatory budget cuts! Please contact your congress member and urge them NOT to eliminate funding for key programs such as student loans and health care programs like Medicaid and food stamps in the budget reconciliation process. In addition, the Higher Education Act Reauthorization includes several provisions of concern to the AFT: no significant increases to the maximum authorized Pell Grant level, more expensive student loans and intrusions on academic freedom and institutional autonomy. Contact both your House and Senate reps and tell them to reconsider these actions.

ELECTION INITIATIVES

On November 8, there will be two initiatives on the ballot that NYSUT supports. The first is a constitutional amendment that will re-establish a fair balance of power between the Legislature and the Executive by requiring that a default budget be put in place until a new budget is negotiated. The default budget will be essentially an extension of the previous fiscal year’s approved budget. The amendment will also authorize two-year advanced funding for school aid, which would provide more predictability for school budget-planners than the current week-to-week emergency extender. The second ballot initiative is a \$2.9 billion transportation bond act which will fund repairs to New York’s highways, bridges, railroads, airports and mass-transit systems. Please vote **YES** for both.

VOTE/COPE RAFFLE

Results from the VOTE/COPE raffle are in: full-time faculty increased their contributions \$223 per paycheck for an annual increase of \$4,683. Thanks to everyone who either increased or began contributions. Your dollars will help us educate our legislators.

NEW EC REPS

The EC welcomed new EC reps, Brian Zamek, Krista Gruber, Genine Schwinge and Peter DiGregorio. Brian represents full-time Music/Visual Arts faculty at the Ammerman Campus, Krista represents full-time Library at Ammerman and full-time faculty working in Central, Genine is the Adjunct rep for Nursing/Health Careers/Nutrition/Chemical Dependency/Ophthalmic Dispensing/Early Childhood/ P. E./OS 15 and Peter is the Grant Campus rep for Business & Technology.

The College Official Email and Portal Policy Resolutions

At the June 9 Executive Council meeting the following resolutions were presented by Valerie Parks and Bob Sardegna. Because these resolutions affect all employees, the makers of the motions requested they be printed in **THE WORD**.

The College policy declaring email as the “official means of communication with faculty” has changed the college’s way of communicating with Unit III members and in so doing, has created new responsibilities and introduced an element of compliance for said members. The policy has raised questions, concerns and issues that the following resolutions address. The issues have been divided into four resolutions addressing various issues and concerns.

RESOLUTION 1

WHEREAS, Faculty are expected to maintain their email boxes “on a frequent and timely basis,” “know of and comply with the contents of all electronic communications”, and suffer the fate of having their email boxes emptied if full at an “on or about date; and

WHEREAS, Faculty cannot control the email that is sent to their boxes, and, unlike some other email providers, the college counts deleted and junk mail against the limits allocated to each box; therefore, be it

RESOLVED, That the college define “timely” in “timely basis;” and

RESOLVED, That the college clarify and specify what is meant by “all electronic communications” that must be known and complied with; and

RESOLVED, That the college adopt a standardized format for official college communications to facilitate the identification of the types and importance of said communications; and

RESOLVED, That the college make every effort to increase the size of each faculty member’s email box in order to accommodate the influx of email communications and, thereby, diminish the propensity a box will fill due to the present inadequate size limitations; and

RESOLVED, That the college establish “email-use” training courses and offer, on a continuously updated, frequent basis, said courses to all College employees to promote the efficient use of the email software/program; and

RESOLVED, That for dated, time-sensitive materials, whenever possible, the college shall post email communications in a timely manner: within five working days before the effective date within a communication. (For example, do not post an email at 4:48pm the day before an event that begins at 9:00am the next day.); and

RESOLVED, That faculty shall be provided with at least two weeks notice of a definite “dump date,” that is, the date on which their email accounts will be emptied — not, “on or about”; and

RESOLVED, That if the college relies on electronic communication, they shall bear the responsibility to send communications directly to all college members. If they, however, send communications to select members of the college and rely on these latter members to forward information to other members of the college, the expected recipients of forwarded email shall not be held responsible for knowing of such communications; responsibility for receipt shall accrue to only the initial addressee; and

RESOLVED, That any electronic communications that affect college policy shall be designated “high priority” and be posted at least 15 working days before policy is to take effect.

RESOLUTION 2

WHEREAS, The college email policy places a new burden on college members to maintain email boxes and carries with it the possibility of losing all communications if a closed box is emptied of all its contents but college members still bear the responsibility of knowing of and complying with all college communications; and

WHEREAS, Some college members are ten-month employees or adjuncts; and

WHEREAS, Of these, a segment have no contractual duties during July, and August; and

WHEREAS, These members will be accessing their college email accounts from a remote site, may have problems accessing or using some/many of the features of Outlook Exchange (depending on the browsers/IPs they employ), or may not have access for periods of time; therefore, be it

RESOLVED, That these ten-month college members, for the time period during which they have no contractual duties scheduled, shall not be held responsible for knowing and complying with the content of electronic communications from the college or non-receipt of same due to a closed email box because it is full.

RESOLUTION 3

WHEREAS, The use of email as an official college means of communication has effectively shifted clerical responsibility and paper usage to departments and individual members of the college community (for example asking department heads to distribute information to faculty; college briefs and a seemingly increased number of “Please read in all classes” arriving through email); therefore, be it

RESOLVED, That department budgets be allocated additional monies for paper and printer and copying costs in order to compensate for their de facto increased paper usage and additional printers be placed in academic areas and in adjunct areas.

These resolutions were all unanimously approved by the EC. In August, FA President Ellen Schuler Mauk summarized these resolutions in a memo to President Pippins underscoring the faculty’s questions, concerns and issues regarding this policy change.

Higher Math

4 Days in August + 1 Day in November = 18 Winners

Every two years for the last 15 years, the FA has spent four days in August screening political candidates prior to making the FA endorsements for the Suffolk County Legislature. **Over the years these candidate interviews have provided the FA with an opportunity to educate the legislative candidates about the issues at the College that impact our working conditions as well as our concerns about the College budget.** This approach has worked so well in the past that many incumbent legislators have come to our screenings looking for an update on the budget and staffing issues that were discussed in the previous election season. The fact that this year's College budget passed with an 18-0 vote of the Legislature and that the budget veto override also passed unanimously in addition to a near unanimous vote on the College's capital projects underscores the importance of the FA's political education approach.

In the past, a majority of the legislative seats were filled by incumbents, so the FA was very familiar with their voting records and their positions on various issues affecting the FA, the College and labor in general. However **this year, because of term limits**, the FA's ability to rely on a large majority of incumbent legislators who were very knowledgeable and supportive of the FA and the College changed. This year **the FA Political Action Committee faced open seats in six legislative districts.**

For those of you who may not be aware, any **legislative resolution**, including collective bargaining agreements, budgets and capital projects, requires a **positive vote of at least 10 out of 18 legislators.** In addition, the Legislature must have **12 positive votes** in order to override a veto by the County Executive. However, if the resolution involves a budget increase of more than 4% over the previous year's budget (a.k.a. *piercing the cap*), a **positive vote of 14 legislators** is required. Given the number of votes required to pass any union- or College-related piece of legislation, the FA's screening process this year was more difficult and—given the fact that we are currently negotiating a new contract—more critical than it has been in the recent past.

As a result, the FA looked very carefully at the candidates' backgrounds, statements, their community involvement and their verbal commitments before we made our recommendations. In some cases, the selection was easy: both **Ed Romaine (1 LD)** and **Tom Barraga (11 LD)** have been legislators (Ed at

the County and Tom in the State Assembly) and both have been supportive of education, including community college funding. In other cases, the selection could not be based on a voting record. However, we are confident that if elected **Jack Eddington (7 LD)**, **Wayne Horsley (14 LD)**, **Steven Stern (16 LD)** and **Louis D'Amaro (17 LD)** will prove to be ardent supporters of the FA and the College.

To get elected, the FA-endorsed candidates need your help and your vote. **Here's what you can do: Volunteer to work at the FA phone bank from 4 p.m. to 7 p.m., November 1-3 at the NYSUT Office in Hauppauge. VOTE for the endorsed FA candidate in your legislative district on November 8.**

We've learned, over the years, that by voting together and encouraging our NYSUT colleagues living in Suffolk County to vote with us, we can elect representatives who will thoughtfully address our concerns as educators and public employees. **We hope you will join us and support the election of the 18 FA-endorsed candidates** listed on page 1.

- Ellen Schuler Mauk -

Strength in Numbers

NYSUT has over 53,000 members residing in Suffolk County. The number of members in each S. C. Legislative District is:

LD		LD	
1	3,383	10	2,873
2	2,879	11	2,302
3	2,310	12	3,467
4	2,520	13	3,201
5	5,288	14	1,902
6	3,896	15	1,101
7	2,875	16	2,950
8	4,001	17	2,644
9	988	18	3,570

If you use the "household multiplier," the NYSUT households equal over 70,000 voters in Suffolk County!

CALL FOR NOMINATIONS FOR ALTERNATE DELEGATES TO THE 2006 NYSUT REPRESENTATIVE ASSEMBLY AND 2006 AFT CONVENTION

Nominations are now open for Alternate Delegates to attend the New York State United Teachers (NYSUT) Representative Assembly (3/2/06-3/5/06, Rochester, NY) and the American Federation of Teachers (AFT) Convention (7/19/06-7/23/06, Boston, MA). If you wish to nominate someone for Alternate Delegate for one (or both) of these meetings, please fill out the appropriate form(s) below and submit it to the FA office, Room 224J Southampton Building, Selden, no later than noon on Friday, November 14, 2005.

The following timetable will govern the election:

November 14, 2005: Close of nominations. Nominations must be submitted to the FA in writing by noon on this date.

November 28, 2005: Ballots will be sent, via U.S. mail, to all FA members.

December 12, 2005: Close of voting. Ballots are due at the FA P.O. box in Selden (via U. S. mail) no later than noon on this date.

In order to vote in any FA election or contract ratification, a faculty member must be a registered, voting member of the Faculty Association. You are not a registered Association voter unless you have completed and returned both a membership form and a voter registration card. Registration is permanent; if you have received ballots for previous elections, you should receive a ballot for this election. If you would like to become a registered voter, or are uncertain of your status, contact the FA office, at 451-4151. If you are a registered FA voter, and do not receive a ballot, contact the FA office. When you receive your ballot, please read the accompanying instructions carefully to ensure that your vote counts. Ballots must be sent via U.S. mail to the FA post office box. Ballots delivered by hand or through the college mail will be invalidated.

If you have any questions regarding these election procedures, please contact Marie Hanna, Chair, FA Elections Committee, either through the FA Office at 451-4151, or through e-mail at marie@fascc.org.

I nominate _____ for the position of Alternate Delegate to the NYSUT Representative Assembly.

Signature _____ Date _____

I nominate _____ for the position of Alternate Delegate to the NYSUT Representative Assembly.

Signature _____ Date _____

I nominate _____ for the position of Alternate Delegate to the AFT Convention.

Signature _____ Date _____

I nominate _____ for the position of Alternate Delegate to the AFT Convention.

Signature _____ Date _____

New Members

Andre Cavalcante
Communications
Grant Campus



If you don't yet know Andre Cavalcante, after this year's holiday party you will. He'll be the guy who really knows what he's doing on the dance floor. A communications instructor at Grant campus, Andre has also been teaching and performing dance, specifically Hip Hop, since he was seventeen years old. He has come back to Long Island after six years of undergraduate and graduate work in Media Ecology at NYU, a program focusing on human communications, media, and cultural studies. He also had a successful but brief dabble in the realms of public relations and event coordinating.

Andre's graduate focus was on American TV and Society, and although there is currently no communications course specifically on that subject, he is hoping to plan something in that direction. Meanwhile he has already become the faculty advisor to the Theater and Drama Club, and is excited about becoming even more involved in the college. As a self-proclaimed "Communications junkie," Andre was often told by his professors that he too was destined to teach, and it has not taken him long to realize they were right. He feels like the classroom is his natural habitat, and he truly loves his job. Andre continuously tries to structure his classes towards practical purposes that the students can apply and that will help them. After so many years in the city, Andre is happy to be home and is looking forward to his future at Suffolk.



Maria Nieves Alonso-
Almagro
Spanish
Ammerman Campus

Apart from a very ready smile, the first thing you will probably notice when meeting Maria Nieves Alonso-Almagro is her delightful Spanish accent. The second is that she has many names. In regard to the latter she quickly explained that since there are so many Marias in Spain, most take on an additional first name, and it is by this second name that they are known to their friends. Coming to America from Madrid five years ago through a Teaching Assistant position at Stony Brook, Nieves completed her MA there and is now ABD at the same institution. Although her general field revolves around the Spanish language and its literature and culture, her specialty is in post Civil War Women's Narrative.

Nieves has been teaching Spanish language and culture courses at Suffolk's Ammerman campus since last February, and is very interested in teaching Spanish literature. She is also the faculty advisor to the International Multicultural Affairs Club. Apart from being an animal lover, she identifies herself as a bookworm and confesses to a great fondness for classic Hollywood films. Additionally, since she hails from a major city with a great public transportation system, a new hobby that she has picked up in the States is driving, and although she has not yet had the opportunity to travel too much here, she would very much like to see the West coast.

- Dan Linker -

Are you checking your mail?

Adjunct Corner

Over the last few issues of *The Word* I have addressed concerns that arise with the use of the NORA system the college uses to communicate with its adjunct staff. In this article, I want to bring out a very important point in using your Outlook Web site to get your mail. When you access your mail, you have the opportunity to screen your mail, read the important messages from various sources here at the college, and then either save the mail, or **delete** this mail along with other 'junk' or unwanted mail. To do this, you highlight the lined item in blue through the use of your mouse, click on the 'X' at the top bar and presto, it disappears from your screen. You may think that you have **totally erased** (deleted) your mail, but you have not!

There is a very important second step in erasing all old mail. This step must be followed to clear your old mail totally. On the left side of the screen you will see a menu, which lists different statuses for your mail. About halfway down the list you will see a wastebasket and to the right, the words - deleted items. You must click on this line, and you will get a listing for all the mail that you have deleted. In order to REALLY erase your unwanted mail, you must go through the delete process again. Using your mouse, highlight each item you wish to erase, and click on the 'X' at the top again. The site will then ask you if you are sure you want to delete this item, you must click yes, and then that item is really gone for good.

What is the big deal about erasing these items a second time? It is important to understand that your mailbox only has so much room for new messages. When the box is filled, you can't receive any new communication. This could have a serious impact on your employment. Included in these messages are memos from various college officials, NORA announcements, personal communication to you from other staff, students and administrators asking for your feed back for future employment in some cases. The old mail you deleted from the initial screen sits in deleted mail, but continues to fill up your allotted space until you fully erase that mail a second time. So remember, read your mail frequently, and delete your mail twice on a regular basis. If you do this, you will not be left out in the cold when your box is full, and miss an important piece of communication.

Remember, it can cost you money and bring you aggravation if you do not get your mail!!

In Unity,

- Frank J. DiGregorio -



Adjunct rep Maureen Sandford with one of the many posters the FA purchased for displaying in adjunct offices college-wide. All the posters had a union theme.

Adjuncts Benefits

LEGAL SERVICES

Just a reminder: The FA Benefit Fund provides the following legal services for adjuncts.

- DEED TRANSFER - (3 per year)
- GENERAL CONSULTATION - (3 per year)
- DOCUMENT REVIEW - (3 per year)
- WILLS
- PERSONAL INJURY (Negligence)
- LIVING WILL/HEALTH CARE PROXY
- PLANNING FOR THE ELDERLY ESTATES AND ADMINISTRATION

For details regarding the above benefits contact Fund Office Administrator, Mary Kaffaga at 732-6500 or e-mail her at mary@fascc.org

Faculty Vacancies

FA Contract language is repeated below to address the many concerns faculty have as to the rights, procedures, etc. of faculty committees.

Article IV (Conditions of Employment), **J** (Vacancies), **3** (Faculty Vacancies)

a. Unit III members shall be notified by the college of Unit III openings by utilization of individual faculty mailboxes and/or postings on the College's Human Resources home page. Such notification shall include a statement of required qualifications and whether the vacancy is a term line. This notification will be provided two (2) weeks in advance of publication elsewhere, except with the concurrence of the Faculty Association. The College shall notify all Unit III members by internal distribution no later than January 15 each year of anticipated vacancies for the spring semester and by August 15 of the anticipated vacancies for the fall semester. If a position held by a faculty member on a temporary basis is being converted to a term line, and there are other temporary faculty in the discipline, the position shall be announced.

b. Whenever an opening for a full-time position within Unit III occurs, the following procedure shall be followed:

1. The department/discipline faculty shall be notified and a joint faculty/administration search committee shall be appointed for the purpose of determining applicable academic qualifications for the position within approved academic policy, reviewing applications and credentials, interviewing candidates, and making recommendations to the appropriate dean.

2. The joint search committee shall consist of appropriate departmental/discipline administrators and between 3 and 5 full-time faculty members as determined by the full-time members of the department, by mutual agreement with departmental/discipline administrators. Faculty appointments to the committee should include at least one faculty member with the specific expertise in the discipline that is the subject of the search.

3. This search committee shall forward the names of at least three recommended candidates to the appropriate dean for review and recommendation to the president. If a search does not result in three successful candidates, the president may waive the requirement for three candidates. If none of the candidates is found acceptable, the president may direct that the committee reopen the search.

c. Upon written request, interviews of available applicants shall be offered to full-time faculty, adjunct faculty and outside applicants, in such order.

d. Every effort will be made to hire minority group members.

EMHP Health Insurance Update

Effective November 1, 2005 your hospital and medical/surgical benefits under the Employee Medical Health Plan of Suffolk County (EMHP) will be administered by Empire Blue Cros/Blue Shield. This change from VYTRA to Empire Blue Cross/Blue Shield does NOT change your benefits. This change in administrators provides members with a larger network of providers, both locally and nationally. Members should have received new ID cards by November 1. The ID card will have an identification number, which will be different from your Social Security number.

The new website is now live for all Suffolk County EMHP members:

www.empireblue.com/emhp

Members can log on and register, creating their own password and access the provider directory online in addition to calling 1-800-810-BLUE, 24 hours a day, 7 days a week.

11/23/05 and 2/21/06 Clarification

There are no classes on November 23 and February 21 this academic year. However, these are not "official" holidays. Therefore, all full-time nonclassroom faculty choosing not to work those days must use their own time which, for counselors and librarians, could include an "N" day. Nonclassroom faculty may also chose to take a "P" day with prior approval from their administrator.

Adjuncts are not expected to report unless these specific days are included in their assignment.



Dealing With Disruptive Students

The College distributed a pamphlet discussing the steps that should be taken when dealing with a disruptive student. We all agree that disruptions to the classroom environment are detrimental to all and must be eliminated. Sometimes, unfortunately, a student may need to be removed from the class. There are procedures which must be followed in order to insure that everyone's rights are being protected. One of the procedures that is recommended is a log of all the behaviors which are causing the disruption. Writing a log can be very difficult at times because behavioral terms must be utilized. Behavioral terms leave little room for individual interpretation. Here are some examples of DO and DON'T wording which may help you.

DON'T

1. He/she is always late for class.
2. He/she makes noise all the time.
3. He/she is rude to the professor as well as his/her classmates.
4. He/she is failing because he/she does nothing.
5. He/she can't get along with the other students and they don't like him/her.
6. He/she is threatening and everyone is afraid of him/her.

DO

1. We have a 3 hour class. He was ½ hour late for 4 classes and 1 hour late for 3 classes.
2. During lecture time at every class, he talks to his neighbors, slams his books, taps his pen, makes vocal noises, plays with cell phone etc. This occurs at least every 10 minutes. It is so loud that the entire class looks his way. I have asked him to stop, but he refuses.
3. He has made the following comments in class – “I hate this class. The Professor is an idiot.....That was a stupid question (to a student) I don't like being in a class with so many (racist word) kids.....I'm not doing this work.” At least one comment is made every hour.
4. We have had 3 tests. His grades are 65, 40, 50. He has not handed in 4 out of 5 assignments. He is not following the participation criteria, therefore, he has a failing grade there as well.
5. I have received these comments from the other students – “Please don't put me in a group with him. I'm moving my seat away from him. I can't pay attention. Why don't you stop him?”
6. He follows students to their cars. He has made the following statements in class – “I'm not doing anything in here and what are you going to do about it. All (racist) are stupid. I'm not working with her-she's a jerk. Don't get me angry.” When he says these things, he will speak within 5 inches of your face.

As you can see, behavioral terms take more time and leave less room for interpretation. Although some of these examples may seem severe, they are examples of many different situations which may occur. Please keep in mind that when you submit your logs, they may be shared with other people – including the student. Therefore, it is extremely important that behavioral terms are used.

- Linda Scordino -
Adjunct Assistant Professor
Communications, Grant



The Faculty Association and Guild of Administrative Officers

cordially invite you to attend our
Holiday and Retirement Party



honoring this year's Retirees
Friday, December 2, 2005

7:00 p.m. to 11:00 p.m.

Hyatt Regency Wind Watch Hotel

1717 Vanderbilt Motor Parkway, Hauppauge

Holiday Dinner

**Don't forget to bring
a new, wrapped
Toy for a Tot!**

Open Bar - Music



Donation: \$35.00 per person

Cost of each ticket has been subsidized by your Union

The Hyatt has set aside 30 rooms at a discounted rate.

All reservations must be made individually through the Hotel's Reservation Department by calling (631) 232-9800.

All guests should ask for the Suffolk Community College Faculty Room Block.

R.S.V.P.

November 21, 2005

Please reserve _____ tickets at \$35.00 per person. (not to exceed 2)

Please reserve _____ additional tickets at \$70.00 per person.

Total enclosed \$ _____

Make checks payable to: **Faculty Association**

Name(s) _____

Please check your affiliation: FA _____ Guild _____

Mail to: Faculty Association
Southampton Building, 224 J

2005 - 06 Executive Council

OFFICERS

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 Michael Frost EK, HS, PO, PD, PS, Counseling, Stud. Act.
 VACANT EGLR, CO, TH, RT
 Theodora Mamatas EGLR, CO, TH, RT
 Jerry Fallon For: Lang., EF, SL, MU, VA, PL
 Robin Haas For: Lang., EF, SL, MU, VA, PL
 Rocco DiNapoli Math
 Genine Schwinge NR, HC, FM, HI, CD, OD, ED, PE, OS
 Carol Powers NR, HC, FM, HI, CD, OD, ED, PE, OS
 Barbara Leek PA/Specialists - Acad. Skills Ctrs.
 Maureen Sandford PA/Spec. - Programmatic, Tech & At-Large
 Mary Ann Ellinger PA/Specialists - Instructional Labs
 Christopher Gherardi Retiree/Guild
 Charles Grippi Retiree/Guild

PROFESSIONAL ASSISTANTS

Kathy Massimo Programmatic
 Josephine Pignataro Technical Areas/Instructional Centers
 Deb Kiesel Instructional Labs

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 Richard Norman Nursing/Health & Human Services/PE
 Darryl Butkos Biology/Physical Sciences
 Michael Bonanno Math
 Tom Bovino Comm./Languages/Reading/Philosophy/
 Theater/TV, Radio, Film
 Krista Gruber Library
 Kevin McNamara Accounting/Business Admin./
 Business Information Systems
 Adam Penna English
 Valerie Parks Social Sciences/Criminal Justice
 Karen Pepe Counseling
 Bob Sardegna Engineering/Computer Science/
 Industrial Technology

EASTERN CAMPUS

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 Louise Johnston Counseling/Science/Math & Business

GRANT CAMPUS

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 Mohini Ratna Liberal Arts/Counseling/Library
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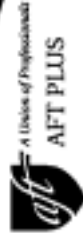
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