

# CCC-AAUP EXECUTIVE COMMITTEE MEETING

December 1, 2006

1:00 p.m.

AAUP Office  
Conference Room

Meeting called by:

**Laurie Judge, Vice President  
Metropolitan Campus**

Type of meeting:

**Executive Committee**

Attendees:

Boyko, M., Brown, V. S., Connor, N., Durkin, E., Hawkins, C., Hovanec, M., Judge, L., LiPuma, S. Long, D., Pegman, A., Ringle, B.

Absent:

Bernatowicz, D. Foley, E., (attending National Meeting), Leidich, S., Washington, K.,

## CCC-AAUP MEMBER MINUTES

Initiator

Category

Time  
Allotted

Item  
#

### EASTERN CAMPUS

Dave

**New Campus President**

- Announcement by Dr. Thornton that Dr. Belinda Miles is new Eastern Campus President
- Safety Committee to meet soon with members from Plant Operations, Public Safety, Human Resources and AAUP

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**General Update**

- Some members suggested survey re: campus public safety
- Dismissed student is pursuing desire to return to campus
- Faculty concerned re: in-class course materials being used in WEDD course offering; faculty to provide additional information

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### WESTERN CAMPUS

Sam

**Safety and Security Committee (drill)**

- Drill involved A-Pod only
- Sam and Mary notified of Dec. 20<sup>th</sup> Committee meeting and both will attend

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**General Update**

- **Sam:** Involved in on-going conversation concerning faculty office ergonomics

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### METROPOLITAN CAMPUS

Laurie

**Grievance Update**

- Grievances are processing as planned - two hearings were held and we

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	<p>await the outcome</p> <ul style="list-style-type: none"> <li>• Campus Reception held for Dr. Mark Lewine</li> </ul>	
Laurie	<b>Representative Appointment</b> (to back-fill for Nancy Connor)	6
<b>SECRETARY'S REPORT</b>		
Valerie	<p><b>Approval of Minutes November 17, 2006</b></p> <ul style="list-style-type: none"> <li>• <b><u>Motion</u></b> by D. Long: To accept Executive Committee Minutes of November 17, 2006; seconded by C. Hawkins; <b><u>motion passed</u></b> unanimously</li> </ul> <p><b>Commemoration/Sunshine Update</b> <b>Happy Holidays</b></p> <p><b>Sign congratulations cards for faculty</b></p> <ul style="list-style-type: none"> <li>• EC signed cards for Mark Lewine and Ormond Brathwaite</li> </ul> <p><b>Metropolitan campus retirees:</b> Susan Burge, Mary Jane Wheeler</p> <ul style="list-style-type: none"> <li>• <b><u>Motion</u></b> by M. Hovanec: To award AAUP certificates to retirees; seconded by V.S. Brown; <b><u>motion passed</u></b> unanimously</li> </ul>	7
Valerie	<p><b>Faculty Greeting Card Contest – (December 18)</b></p> <ul style="list-style-type: none"> <li>• Answered questions posed re: text and type of greeting cards</li> <li>• No new submission since last EC meeting</li> </ul>	8
Laurie/ Valerie	<p><b>Secretary Transition Plan (Nancy Connor)</b></p> <ul style="list-style-type: none"> <li>• <b>Laurie:</b> Obtained Gloria Tolliver's consent to complete N. Connor's term as Campus Rep;</li> <li>• <b><u>Motion</u></b> by B. Ringle: Recommend that Gloria Tolliver complete remainder of N. Connor's term as Campus Rep while N. Connor completes remainder of V.S. Brown's first year as Secretary; seconded by S. LiPuma; <b><u>motion passed</u></b> unanimously</li> </ul>	9
<b>TREASURER'S REPORT</b>		
Ed D.	<p><b>Check Register Approval</b></p> <ul style="list-style-type: none"> <li>• <b><u>Motion</u></b> by B. Ringle: To accept Check Register for audit; seconded by M. Hovanec; <b><u>motion passed</u></b> unanimously</li> </ul>	10
Ed D.	<b>CPA Compilation</b> - in progress	11
<b>PRESIDENT'S REPORT/COLLEGE-WIDE ITEMS</b>		
Laurie	<b>Direct Deposit College Proposal eliminate U.S. mail pay notification</b>	12

	<ul style="list-style-type: none"> <li>College to save 40K in postage; faculty to look online for notice of pay</li> <li>Concern: Some faculty do not have direct deposit of pay</li> </ul>	
Laurie	<b>Distance Learning Survey process to identify faculty developed principles and answers.</b> <ul style="list-style-type: none"> <li>Issues and questions to be answered are being identified</li> <li>The process to capture faculty feedback is being designed for each campus</li> </ul>	13
Laurie	<b>Lunch meeting on December 15</b> <ul style="list-style-type: none"> <li>Meeting time 1 – 3 pm is being planned</li> </ul>	14
Laurie	<b>Tenure Mentors, Tenure Workshop DVD Distribution and add to Website</b> (disk to Anna) <ul style="list-style-type: none"> <li><b>Mary:</b> Distributed DVDs to campus VPs</li> </ul> <b>Review this year's submittals</b>	15
Laurie	<b>Discussion of Ed Foley's email</b> <ul style="list-style-type: none"> <li><b>Sam:</b> Per counterparts faculty split assignment is now not as much of an issue. Pleased to have the clarification that AAUP sought</li> <li>Per Ed's email, program Management analysis is in progress</li> </ul>	16
	<b>Polling Survey Results (part-time pay)</b> <ul style="list-style-type: none"> <li>Results reviewed</li> </ul>	17
Laurie	<b>Campus Organizational Charts (need for update)</b> <ul style="list-style-type: none"> <li>Charts reviewed and updated by members on individual forms based on personal knowledge</li> <li>EC members to give updated forms to Laurie</li> </ul>	18
Ed	<b>Faculty Evaluation Committee</b> <ul style="list-style-type: none"> <li>To meet Monday, December 4, 2006</li> <li><b>Laurie:</b> Committee working on implementation plan for new evaluation process, including development of new forms</li> </ul>	19
Mike	<b>Salary Grade Advancement Level "G"</b> <b>Update Polling</b> <ul style="list-style-type: none"> <li>Committee meeting held November 30<sup>th</sup> and continuing to work on polling items</li> </ul>	20
Ed	<b>Health Care Committee</b> (meeting being scheduled) <ul style="list-style-type: none"> <li>Committee meeting December 8, 2006</li> </ul>	21
Laurie/ (Dave B.)	<b>Transitional Work Committee</b> <ul style="list-style-type: none"> <li>Ed acknowledged work of David with other unions' reps, and forwarded the unions' praise of David's contributions to creating the draft</li> </ul>	22
Ed	<b>Budget Advisory Committee</b> (meeting scheduled) Survey on ergonomics and office standards	23
All	<b>New Hires = New Members - Follow-up</b> <ul style="list-style-type: none"> <li>Done</li> </ul>	24
Sam	<b>Safety Committee – AAUP Participation</b> <ul style="list-style-type: none"> <li>See West Campus Report</li> </ul>	25
Ed	<b>College-wide Program Management</b>	26

	<ul style="list-style-type: none"> <li>• Conversation with Dr. Joseph-Silverstein in progress</li> </ul>	
Ed	<b>Photo Class Project – December 8</b> <ul style="list-style-type: none"> <li>• Scheduled for 10 am – 1 pm at West</li> </ul>	27
Ed	<b>History Project (John Rose)</b> <ul style="list-style-type: none"> <li>• Project 90% completed and currently under review</li> <li>• Anticipated completion by end of year</li> </ul>	28
<b>NEGOTIATIONS PREPARATIONS</b>		
Ed	<b>Advisory Budget Committee</b> <ul style="list-style-type: none"> <li>• At information gathering stage</li> </ul>	29
Ed	<b>Survey of Faculty Priorities</b> <ul style="list-style-type: none"> <li>• Will conduct survey to prepare for negotiations</li> <li>• Priorities are being identified and a strategy to address priorities is being implemented</li> </ul>	30
<b>Meeting Adjourned at 2:45 p.m. Valerie S. Brown, Secretary</b>		