

**DRAFT**

## **Bristol Community College Council**

### **Chapter Meeting Minutes**

**Monday, September 28, 2020, 2:00 p.m.**

#### **Call to Order**

President Emily Brown called the meeting to order at 2:00 p.m.

#### **1. Welcome and Thank You**

Emily thanked Carol Martin for her service to the union.

#### **Update Regarding Outstanding Issues:**

**Syllabus:** Submission of faculty syllabi continues to be problematic with dynamic forms. Management is content with the way it is working.

**Spring Meeting Calendar:** Union is working with Lisa Lavoie to finalize the spring meeting calendar. Administration feels there is not enough time to fit in all necessary meetings. Administration wants to add more meeting times on other days in addition to meetings on Mondays and Wednesdays.

**Adjunct Advisory Board:** Administration is looking for people to be involved with the adjunct advisory board. Nominations are due by October 6.

**Modalities for Spring Semester:** Deans are asking full-time faculty for their modality preferences. Adjunct faculty will not be asked what modality preference they want.

**Mandated Trainings:** Union is working with HR and Suzanne Buglione regarding the state and college mandated trainings. The question is how faculty can complete all mandated trainings without impacting their workload computation.

**President's Report:** Emily read the President's Report. A copy of the report will be posted along with these minutes.

#### **2. Vice President's Report:**

Laura Douglas has been asked to attend MACER meetings. Laura has agreed to attend one MACER meeting per semester.

**Dynamic Forms:** Two new dynamic forms have been approved—One form is for the E-5 form and the other dynamic form is for the sabbatical leave application.

**Non-unit Professionals (NUPS) Teaching:** Colleen shared screen to display the agreement that NUPS and deans will no longer be offered courses as an adjunct faculty member. Allowing NUPS and deans to teach courses is taking away courses from the adjunct faculty at the college.

**DCE Course Assignments:** The first course is contractual. Can we consider seniority when courses are being cancelled? The union would like to have DCE course assignments and cancellations be done in a fairer manner.

**Board of Trustees:** The next Board of Trustees meeting is on Monday, October 5 at 4:00. This will be a zoom meeting. Union members are encouraged to attend because it is important that the Trustees recognize the union and that the union is interested in what is going on at the college.

Colleen Avedikian read the Vice President's Report. A copy of the report will be posted along with these minutes.

### **3. Director's Report**

**State-Wide Committee:** Shelly Murphy has attended the statewide meetings with all 15 community colleges in MCCC.

**MCCC Website:** The September meeting discussion was focused on the MCCC website, which is not easy to navigate.

**Unemployment Issues:** The directors are working on DCE faculty and unemployment issues. Directors are concerned about more layoffs coming because of lower enrollment.

**Budget:** The directors are attempting to work with the State budget and the formula that the state uses to fund higher education. The universities get a higher percentage than the community colleges do. MTA is trying to work on getting level funding. Directors have been talking with state legislature.

**Title 9:** Changes in Title 9 are coming—now if there is a complaint it will be structured more like a court of law and allow for cross examination. Not sure if union members can have both a union representative and a union adviser to accompany members to these proceedings.

The Public Relations committee is utilizing both external and internal means for public relations. This committee is trying to be open and transparent so feel free to get in touch with this committee if you have any questions or concerns.

Shelly Murphy read the Director's Report. A copy of the report will be posted along with these minutes.

#### **4. Professional Staff Report:**

Susan Souza-Mort reported that everything is quiet. No current layoffs.

Concerned that management is not bringing back unit staff that was previously laid off. Yet, we see administration hiring non-unit professionals to replace the unit staff previously laid off.

Professional staff feel they should be reimbursed for paper and ink. Susan has recommended that they submit a reimbursement form and attach receipts.

Also concerned that management is not asking for stakeholder participation with the strategic plan implementation. The question is will the strategic plan affect the positions of staff in the LRC. At this time the LRC has many vacant full-time positions that have not been filled and most likely will not be filled in the future.

Impact bargaining is scheduled for the Library Learning Commons

Susan Souza-Mort read the Professional Staff Report. A copy of the report will be posted along with these minutes.

#### **5. DCE Report:**

DCE MACER will be meeting next week on Wednesday, October 7. Please send Paulette Howarth any issues that you want the committee to discuss at the DCE MACER meeting.

NUPS should not be teaching as of July 2021. This will provide more courses for our adjunct faculty to teach.

This committee is trying to work with administration so that faculty who have been teaching two courses will still be offered two courses.

Paulette Howarth read the DCE Report. A copy of the report will be posted along with these minutes.

#### **6. Grievance Committee Report**

**Choice of Course Modality for Spring:** Union is working on a “DCE Freedom to Choose” plan for teaching modality for spring. Paulette Howarth is working with Joe Rizzo about mediation on this issue.

**Payment to Members for Course Development:** The union thought we resolved this issue; however, administration has changed their mind about a faculty member that was supposed to get paid for the development of a course.

**Covid Protocols:** Management and union are discussing some unclear guidance for hybrid classes on campus. There is conflicting information coming from different sources. Union is trying to prevent a grievance with this. Administration is telling different groups different protocols.

The Grievance Committee Report was read. A copy of the report will be posted along with these minutes.

## **7. Subcommittee Reports:**

The Distance Learning Committee met with the Data and Technology Council. The committee is trying to make sure the teaching modalities are clear for everyone. The contracts of the two additions to the CITE Lab are expiring soon. Mike Murphy is in the process of writing a grant to fund those line items. The CITE Lab is also discussing the addition of a “course mentor” line.

Will Duffy read the Distance Learning Committee Report. A copy of the report will be posted along with these minutes.

## **8. Elections announcement:**

Chapter secretary position is open. Please send Dan Avedikian an email if you are interested.

President adjourned the meeting at 3:00 p.m.

Respectfully submitted,

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Carol Martin, BrCCC Secretary

Below is a list of helpful links to BrCCC information.

Link to the main page:

<https://bristolcommunitycollege.mtasites.org/announcements/>

Link to the committees/teams list:

<https://bristolcommunitycollege.mtasites.org/committees/>