

Cape Cod Community College Association (CCCCA)

Executive Board Minutes of February 17, 2010

Present: Barnes, Burlin, Guarino, Jenkins, Knell, Polito, Smith, Trainor
Not Present: McCullough, Sweet

The meeting came to order at 1:10 p.m.

The December 16, 2009, minutes were accepted.

Reports:

Treasurer's Report

Treasurer Sweet submitted a written report. The chapter account has a \$1,895.28 balance.

Vice President/Secretary's Report

Secretary Guarino asked Board members for suggestions for and contributions to the CCCCCA web site.

Old Business

SAC Representative Needed

The CCCCCA is still looking for a Strategic Action Committee representative. Please contact President Barnes for specific information about the duties and time commitment of the SAC position. The next state-wide SAC meeting is on March 8, 2010, from 4 to 7 p.m. at the MCCC office in Worcester. The stipend for the SAC position is \$500 per year.

Academic Advising and Tutoring Charges

Despite a cease and desist order, management continues to use non-unit administrators and outside entities to do unit work including advising and tutoring. After management complies with an information request, a prohibited practice charge may be filed.

New Business

Adjunct Orientation

The Executive Committee went into executive session to discuss issues arising from the Adjunct Orientation.

DCE Contract Update

The new DCE contract has been ratified and will be signed within the next two or three weeks. Class sizes for DCE and full-time faculty will now be the same, 32 and 22. DCE faculty must submit an Availability form in order to be considered for an appointment.

DCE Availability Forms

The committee discussed the recent problems and inconsistencies with the electronic submission process for DCE Availability forms. The committee felt that adjuncts should receive an electronic receipt upon completion of the form. Currently, no record of submission is being placed in adjuncts' personnel files. These issues will be discussed at the next MACER meeting.

Honors Compensation

Paying adjuncts in a timely manner for completed honors contracts will be on the agenda for the next MACER meeting.

Information Request

President Barnes has asked management for a list of faculty average student evaluation scores showing the names of those who are in the top 20 percent. Per the contract, those faculty members who are eligible should receive a change in rank.

Organizing – NSCC Chapter President Tiffany Magnolia and the Wellstone Program

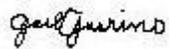
President Barnes announced that Tiffany Magnolia, North Shore CC Chapter President has asked if our chapter would host an organizing workshop. After some discussion, the Executive Committee postponed making a decision.

Spring General Meeting

The Spring General Meeting will be held at Barbyann's Restaurant on Wednesday, March 10, 2010 from 4 to 6 p.m. Hot and cold appetizers will be served. Secretary Guarino will email all members asking for agenda items. The agenda will be published before the meeting. MCCC Vice President Donnie McGee will attend the meeting. Secretary Guarino reported that RSVPs for meeting are fewer than usual.

The next meeting of the CCCCA Executive Committee will be on March 3, 2010 at 1 p.m. in North 117.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gail Guarino".

Gail Guarino, CCCCA Secretary