

2021 Cape Cod Community College Association (CCCCA) Executive Board Minutes of February 18, 2021

Present: Barnes, Berry, Bejtlich, Guarino, Heller Borgaine, Jenkins, Martin, Wolfson

Meeting was called to order at 4:00 pm

New Member Orientation – It was discussed and decided to create a sub-committee that will reach out to new employees to welcome them to the college and share information. Contact information should be received from HR within seven days of hire. CCCCCA is included in Orientations, but Orientations are not taking place.

CCCCA Elections – Elections need to take place this spring. Positions that will be on the ballot are Director, Vice President, Treasurer, Secretary, DCE CoOrdinator, MCCC Delegates to the Assembly. Nominations will be due March 26, 2021. Elections will take place electronically on April 5, 2021. Gail Guarino will send out notifications.

Part Time Professional Staff Seniority List – There was a Notice of Retrenchment. This notice revealed that there is an error on the Part Time Professional Staff Seniority List. There is a policy that needs to be followed. HR is now aware of the error and will correct the Seniority List.

Drop/Add Period – In the fall semester 2020, there was a Temporary policy change of not requiring faculty to permit a student to be admitted into their class after the end of the Add period. The Drop/Add Policy has been inconsistent this semester. Some faculty have been notified before adding and some faculty have not been notified. It was discussed that most late starting students are not successful. There is a Drop/Add Policy and a discussion of the policy will be brought up at College Meeting.

Meeting Schedule – Executive Committee Meetings have been set up for Thursday, March 11, 2021 at 4:00 pm, Thursday, April 8, 2021 at 4:00 pm, Thursday, and May 6, 2021 at 4:00 pm.

Spring General Meeting – The 2021 MCCC/CCCCA Spring General Meeting is set for Wednesday, March 31, 2021 at 4:00. Michael Bejtlich will notify members.

Executive Session – the meeting went into Executive Session

Meeting was adjourned at 5:45 pm

Respectfully submitted – Mary Jenkins