

Executive Committee Meeting Minutes  
Dec 4, 2009 2pm  
Room 2060 Warwick

Attendees: Kim Rouillier, Jerry Hatfield, Steven Murray, John Mowry, Donna Scally, Susan Brown, Kathleen Gazzola, Sharon Perkins, Joe Allen, David Critchett, William Johnson, Renee Anderson, Donald Paquet, Richard Cardin, Tony Rashid, Marjorie Norquist, John Ribezzo, Tom Morrisey, Joseph Garvey, John Cole, Ramona Skelly, Karen Anderson, Denise Lazzo, Joselin Leasca, Robert Melucci, Joan Tullie, Debra Lillie, Karen Allen

President's Report –

Change in calendar 15 weeks to 14 weeks for next semester also ( Jan 25- May 7) line up with URI calendar

Pilot for online evaluations is going on now not next semester. A limited number of faculty are participating.

Sick leave bank system challenged – you must opt out if you don't want to participate

Received an email from adjuncts - Adjuncts want to unionize

President and VP took pay cut

Ray may leave ( finalist) – a motion needed to draft a note to Ray

Report of IC “grade” makes a difference in Financial Aid.

( **IC: Incomplete Continuing** (allowed only for students in the math lab and other nontraditional, self-paced courses. Permits a student to continue in a course while satisfactorily progressing toward completion of course objectives.)

Policy states : A student must satisfactorily complete a minimum of 75 percent of his/her attempted credit hours per semester as well as cumulatively over the entire period of matriculation. Completion is defined as obtaining a grade of A, B,C, D, S or P.

Vice President's Report –

Engineering Department grievances - several individuals in the department being made to teach part of their load at night; will be talking about this today about going to arbitration

Biology Department grievance – 2 faculty members have had letters of discipline put in their files. Going to BOG on Feb 11

Deb Lilli's grievance– Ramona ( President of the Union) should be on President's council according to the contract. This is being taken to arbitration ( FEB 28<sup>th</sup> hearing)

Administrative Leave – should be made whole with respect to what you would have been earning and this is not happening Dec 14th

Nursing instructor grievance – a retired faculty member was given overload that was requested by a full time faculty member

Secretary Report – updating Executive Committee listing for accuracy

Treasurer Report –Papers filed to make CCRI's Scholarship fund tax exempt

PAC report – 55 members and \$714

Joselin Leasca- Motion to make grievance issues next on the agenda – vote is unanimous

Tom Landry speaks about Engineering Department grievance (handouts) – denied by BOG on Oct 15<sup>th</sup>. Because there are other similar grievances the recommendation is to take all as a group to arbitration.

John Ribezzo – motion that Tom proceeds as recommended. Seconded. Discussion. Worst case scenario an arbitrator deciding the college has the right to assign load as it pleases (nights, weekends, outside of the regular work day). Administration tries to change the contract outside of negotiations. This is not new. There have been faculty members who have accepted evening hours as part of their load even though advised otherwise.  
Vote to go to arbitration - unanimous. Approved.

Old Business :

\*We have a quorum so we can proceed with ByLaw changes.

BYLAW Changes:

Page 7 - Article 5.3 a Nominating Elections Committee – replace “body via government-postal-land ballot” with “faculty”.

Page 8 – Article 5.3 a.

(1) replace “during the last week in” with “no later than” Sept 30.

Add “Interested parties must send their names either in writing or via e-mail to the secretary by Oct 10<sup>th</sup>.”

(2) Replace ”mailed” with “e-mailed” and add “or in the case of those on leave or absent from the college for some justifiable reason, land mailed”

(3) in the first sentence after the word secretary, replace with “with the assistance of members of the Executive Committee or their designees. The exact time and place of the counting shall be noted on the ballots. All the counters shall testify to the accuracy of the count through their signatures on the tally sheet(s). After the results have been verified by all members of the Nominating Elections Committee, they shall be posted on the Association’s website and sent to the membership by e-mail. “Remove “who shall give notice via e-mail and the Association’s website one week prior to their counting of the exact location and time the counting shall occur”. Add “The secretary shall keep the ballots for two years after the election for the inspection of any member of CCRIFA”.

VI.1 , VI. 2 changes. ( see proposed changes on the CCRIFA website)

Joe Garvey – Motion to adopt changes as a whole. Seconded by John Ribezzo. Motion is approved –. Discussion. Vote to approve- 29 Unanimous. Changes are approved and will go to the general faculty for final approval early next semester.

ONLINE Evaluation and definition of 360 degree evaluation

This online evaluation method was only a pilot and was only agreed to be a pilot as a one time evaluation. Can’t find where this has been formally approved other than for anything more than a pilot in the spring. Discussion.

Evaluation- whole school should be evaluated not just faculty.  
URI tried online evaluations. Response was low but URI will try again.

Definition of a 360 evaluation is not clear.

Joe Garvey – Move to table until next meeting – No motion on the floor. Nothing to table.

End discussion. Deb Lilli offers to bring other institutions evaluation instruments. With institutional assessment all college departments are evaluated.

Clearing of Departmental Policies to agree with the contract ( requested by a member)

Departmental policies for individual departments are different for each department. . ( example of this is Departmental meeting minutes are forwarded to the Dean). Should these policies be reviewed by the CCRIFA to make sure they comply with the contract?

All department chairs meetings are opened. Anyone can go to the meetings.

Use of email and Committee Assignments getting out of hand ( requested by a member)

Discussion :

Email- is the expectation going to be that faculty is available to work on Sat and Sun ?  
Proctor must be available for 24 hours for testing?

Make a motion that we construct a note to be read in support of Ray at the BOG meeting.  
Marge make a motion that we write a very strong message to urge Ray to stay.  
Seconded. Discussion. Vote : Motions passes 13-11. Message will be written.

Richard Cardin expressed concern that the administration drops courses too early in the spring semester. Jan 12 . 2 weeks before school begins.  
Students can't enroll because there are no courses available.

Motion to adjourn.

Meeting adjourned.