

**MSCA Board of Directors Meeting
Minutes of the Regular Meeting
September 7, 2012
Framingham State University**

Present: Aldrich, Bullens, Concannon, Dargan, Donohue, Everitt, George, Goodlett, Hoagland, O'Donnell, Pavlicek, Rapp, Schlosberg, Shartin, Stonehouse, Turk

Guests: Ron Colbert (Fitchburg), Donna Sirutis (MTA), Robert Whalen (MTA)

Approval of the Orders of the Day and the Minutes:

It was moved and seconded to approve the orders of the day. The motion passed.

It was moved and seconded to approve the minutes of the June 1, 2012 meeting. The motion passed.

Visiting Speakers' Time:

No visiting speakers.

MSCA Officers' Reports:

President – C.J. O'Donnell

2010-2012 Committee Appointments

It was moved and seconded to appoint Greg Wallace (Mass Art) to the Grievance Committee.

The motion passed.

2012-2014 Committee Appointments

President O'Donnell asked chapter presidents if there were any committee appointments for the 2012-2014 term (which begins on October 1, 2012).

It was moved and seconded to accept the following committee nominations:

AA/EO/DIV

Mass Maritime - Linda Letourneau
Westfield - Christina Swaidan

Credentials

Bridgewater - Jean Stonehouse
Framingham - Susan Dargan
MCLA - David Eve
Mass Maritime - Arthur Aldrich

Day Bargaining

Bridgewater - Glenn Pavlicek
Framingham - Susan Dargan
Mass Art - Sam Schlosberg
Mass Maritime - Joseph Murphy
Salem - Amy Everitt
Westfield - Buzz Hoagland
Worcester - Dan Shartin

Day Bargaining Alternate

Bridgewater - Jean Stonehouse
Framingham - Robert Donohue
Mass Art - Nancy Cusack
Mass Maritime - Gerald Concannon
Salem - Caitlin Corbett
Worcester - Don Bullens

DGCE Bargaining

Bridgewater - Glenn Pavlicek
Framingham - Susan Dargan
Mass Art - Ben Ryterband
Mass Maritime - Gerald Concannon
Salem - David Goodof
Westfield - Buzz Hoagland
Worcester - Don Bullens

Elections

Framingham - Robert Donohue
MCLA - Dana Rapp
Mass Maritime - Amanda Woods
Worcester - Anne Falke

Grievance

Bridgewater - Sandra Faiman-Silva
Framingham - Robert Donohue
Mass Art - Greg Wallace
Mass Maritime - Joseph Murphy
Salem - Caitlin Corbett
Westfield - Gregg Neikirk
Worcester - Hemant Pendharkar

Legislation

Bridgewater - John Maslanka
Mass Maritime - Gerald Concannon
Worcester - Seth Ridinger

Librarians

Framingham - Millie Gonzalez
Mass Art - Gabrielle Reed
Salem – Nancy George
Westfield - Brian Hubbard
Worcester - William Shakalis

The motion passed.

2012-2014 Committee Chairs Election Procedure

President O'Donnell explained the chair election process that has been used for the last decade. He asked that the Board consider approving the same procedure this year.

July 1, 2012 Formulary Increases

The formulary increases were being implemented by the campuses this week. At this point President O'Donnell was made aware of one correction at Bridgewater and one at Worcester. These corrections mean that there are excess funds for formulary increases. We will need to discuss how to handle this, and any other corrections that may occur, at ERC this month. The retroactive pay owed will also be paid on September 14th.

President O'Donnell is working on developing a salary data explanation sheet for the formulary increases that the MSCA can distribute to its members. He thinks this is a better way of explaining the increases rather than relying on up to nine different explanations that the universities themselves might produce.

July 1, 2012 1.75% Increases

As President O'Donnell reported earlier this week, A&F released the funds for the payment of these increases. The BHE had informed him that they will be entering the increases at the state-wide level in the pay advice that comes out on September 28th. The retroactive pay will be

included on October 12th. President O'Donnell will let the Board know if there are changes in these dates.

Department Chair Handbook

The MSCA began editing the Handbook in January and sent the first draft to Jim Cox on July 25th. We received their response on August 16th. We reviewed their changes and made a few additional changes. The Handbook is again in management's hands. When finished we will still need to update page references to the 2012-2014 contract.

2012-2014 DGCE Contract

Bob Whalen, Sue Dargen and President O'Donnell edited the agreement with Jim Cox through the spring. The revisions were finished in late June. Two initialed copies were sent to Jim and Bob, Sue and President O'Donnell signed three signature pages and sent them to Jim as well. Jim Cox has not initialed the agreements or returned the signature pages, even after having been prodded a few times. The agreement has been posted on the MSCA website since the end of June.

It is President O'Donnell's intention to have MTASO print 500 copies of the agreement. This will be a significant savings over our previous printer.

2012-2014 Day Contract

Donna Sirutis and President O'Donnell met with Jim Cox and Care Corner-Dolloff on May 25th to review a first draft and then again on July 6th to review a second draft. A third draft was sent to Jim and Care on July 8th. Jim said that he would respond by the end of the week to decide if the remaining changes could be dealt with via phone and email or whether a face-to-face meeting would be required. Although we have prodded him a few times, we have yet to hear back from him on the changes. Donna and President O'Donnell have since noted that some additional changes or clarifications are necessary.

Department Chair Workshop

On Wednesday Jim Cox informed President O'Donnell that the COP has scheduled its first COP meeting for September 28th, forcing the rescheduling of the workshop. President O'Donnell asked the Board to consider possible dates. After discussion the 3rd or 4th Fridays in October were suggested.

Contract Orientation Workshop

We had scheduled the contract orientation for September 28th as well; President O'Donnell asked the Board to consider possible dates for this workshop as well.

Sabbatical Bill

The Sabbatical Bill passed the House at the end of July right before the end of the formal session. It has gone through a first reading in the Senate and is currently in Ways & Means. COP Executive Officer Vincent Pedone was very, very helpful in removing snags to passage in the House. We will need to push for passage in the Senate as soon as possible in order to try to have the contract language take effect for this sabbatical cycle.

ORP Opt-Out Update

The letter written by a tax attorney for the State Retirement Board and the BHE was finished in mid-August and was to be reviewed by Steve Lendhardt at the BHE before being sent to the IRS. The letter was sent this Wednesday. President O'Donnell has asked to see a copy of the letter but have not been supplied with a copy yet.

DGCE Credits for Laboratory Instruction

Sean learned that there was a DGCE faculty teaching laboratory classes were being under-compensated. President O'Donnell urged each chapter president to verify that DGCE faculty teaching laboratory sections were compensated for the correct number of semester hours of instruction for the summer instructional periods.

Release of Vision Project Report

On September 20th Commissioner Freeland will be releasing the first Vision Project report. At MTA President Paul Toner's insistence MCCC President Joe LeBlanc and President O'Donnell were allowed to view a draft of the report on a computer screen. The document was about 80 pages long and incomplete. President O'Donnell only got through about half of the document in the limited time he had to review it. Joe was not able to review the document in the time we were allotted. President O'Donnell doesn't know if Joe ever sent comments. Donna Sirutis and Amy Everitt will be at the event.

Self-Service Time and Attendance

The BHE contacted the MSCA and offered to conduct impact negotiations regarding a new system through MassHR called Self-Service Time and Attendance. The system is an online reporting system whereby employees enter the hours they worked and any leaves they took during each pay period. Donna Sirutis, Amy Everitt, Glenn Pavlicek, Nancy George and President O'Donnell attended a demonstration of the system, which crashed during the demonstration.

Based on the fact that the BHE was aware that they were planning to implement the system while we were in negotiations with the day unit, we asked that the BHE not implement the system for MSCA members or require MSCA members to use the system to approve time for employees they supervise. Yesterday Amy received an email from a department chair sent by a dean "reminding" them to approve hours for APA members they supervise using the online system. If you are made aware of any directives for MSCA members to report or approve time online please let Donna and President O'Donnell know and file a chapter grievance.

Use of Equipment and Personnel

The MSCA and its chapters should not be using or relying on the use of university equipment or personnel to conduct its business. The email system may be used, as noted in the collective bargaining agreements, to communicate with its members, subject to restrictions based on use policies, state and federal law.

Vice President – Amy Everitt

Vice President Everitt reported that Joan Lovely won the Democratic primary for State Senate in the Salem district to replace Fred Berry. She is a Salem State University graduate.

Secretary - Nancy George

No report.

Treasurer – Glenn Pavlicek

Audit and IRS 990 Form

The audit was recently completed. Everything went well.

The completed IRS 990 form will be distributed to Board members at the October meeting. Treasurer Pavlicek requested that chapters file the IRS 990 e-postcard to maintain their non-profit status and retain their identification number.

Conflict of Interest and Whistleblower Policies

Treasurer Pavlicek distributed the Conflict of Interest and Whistleblower Policies to Board members. Board members are required to sign an acknowledgement that they received a copy of the Conflict of Interest Policy.

Online Dues Payments

Since beginning the service, fees for online dues cost the MSCA \$3,000. However, it is important that the MSCA offer this payment option for members as members have come to expect credit card and online payments for services and purchases. Online dues payments also save much time and effort in the MSCA Treasurer's office and has helped reduce the size of the non-compliant list. It is to be noted that last year the MSCA took in \$150,000 in dues through online payments.

Dues

The updated dues structure was distributed. Part-time dues rates were noted. Some part-time MSCA members pay MTA and NEA dues through other units. The dues structure (billing) for part-time members is complex. Questions from members should be directed to the Treasurer's office.

MSCA Monthly Expenses

Treasurer Pavlicek distributed the MSCA Monthly Expenses for 2011-2012 and 2012-2013. Discussion followed.

It was moved and seconded to approve reimbursement for lodging (at the dorm rate), mileage, tolls and food for any member who attended the MTA Summer Conference at Williamstown, MA in August 2012, with a cap of \$2,000 for total expenses. The motion passed.

MSCA Committee Reports

Grievance – Sandra Faiman-Silva

Not present.

Day Bargaining – Dan Shartin
No report.

DGCE Bargaining – Sue Dargan
No report

Librarians – Nancy George

The Librarians Committee met recently and the following issues were discussed:

Building Renovation/Repair Projects:

Fitchburg - In the middle of a huge, multi-year, multi-million dollar renovation project (Hammond Building). Originally no input from librarians regarding library redesign. Due to Fitchburg Chapter's efforts, librarians have met with architects to assist in project design.

Framingham - Air conditioning repairs this summer; no air conditioning for the majority of the summer. The library remained open during this time, there was no alternative workplace arrangement (with air conditioning). Librarians had to take vacation/personal time when the working conditions made it physically impossible for them to work.

Salem - New library building is being built. Projected move-in date is early fall 2013. Print collections are being scrutinized to accommodate furniture, shelving, and size of building. VP (Finance and Facilities) has been very involved in the potential selection of technology for instruction rooms.

Westfield - Recent renovations. Staff was displaced during the renovations and recently moved back into facility. Lack of coordination of move-in date and equipment moving left staff without phones, computers, equipment for a number of days.

Worcester - The building the library is housed in is having major exterior renovation: its windows replaced, new stairs and canopy, new windows, and drainage remediation around the perimeter of the building to fix a decades-long problem of water seepage in the 1st floor offices. The Facilities Department has been very responsive to building occupants and staff in resolving issues having to do with this renovation. The renovation is running late: slated for finish by October 15 or later.

Staffing Issues:

Fitchburg, Framingham, and Salem - Institutional repository projects have added a substantial amount of work to librarians involved in cataloging, archives, and electronic resources at these institutions. It is to be noted that Bridgewater has an institutional repository, but hired a Digital Librarian to work on this project.

Worcester - Second interim library director since spring 2012. The current interim director, hired through MLS' Bibliotemps, has created a difficult work environment for the librarians at

Worcester.

De-Professionalization of MSCA Librarians:

Presence of a Librarian II rank in the AFSCME bargaining agreement, that requires a certification as a professional librarian by the Massachusetts Board of Library Commissioners, might influence management's future hiring decisions.

Currently, there is a Librarian II (Worcester) who has a MLS and a Library Assistant III (Westfield) with a MLS. The Librarian II has been employed at Worcester for many years. The Library Assistant III is a fairly recent hire, who performs the duties of an archivist, which at the other campuses is a MSCA librarian position. Two other campuses (Salem and Mass Art) have experienced MSCA librarian positions becoming APA positions.

A letter was sent by MCCC/MTA/NEA to Care Corner Dolloff of DHE regarding the classification of AFSCME library positions and the potential conflicts of the AFSCME Librarian I and Librarian II positions with professional Librarian positions within the MCCC. It would be beneficial if the MSCA sent the DHE a similar letter.

Discussion followed. President O'Donnell and MTA Consultant Donna Sirutis noted that steps need to be taken this semester to stop the de-professionalization of MSCA librarians and possibility of the loss of unit work.

MTA Reports

DGCE Bargaining Unit – Robert Whalen

MTA Consultant Whalen has been assigned to the MCCC DCE unit and is no longer working with the CUS and USA units.

MTA Director – Ron Colbert

The MTA Board of Directors met in June and then again at Williamstown in August.

MTA Director of Higher Education

Joey Hansen is the new MTA Director of Higher Education. He met with the higher education groups in Williamstown. Particular attention was focused on the community colleges and their upcoming challenges relative to recently passed legislation.

Stand for Children

The Stand for Children ballot initiative will not be on the ballot due to negotiations with the MTA.

Teacher Evaluation

The teacher evaluation system has been accepted by the Board. The language was written by the MTA and the Department of Education accepted it. MTA leadership worked to protect the rights of the K-12 teachers.

PARCC

PARCC assessment is moving forward. This assessment test is for grades 3-12 and would replace the MCAS. There will be a pilot of the test; if the PARCC test proves to be more “effective” as an assessment tool than MCAS it will be adopted by the state.

There are many higher education issues relating to PARCC. In particular, passing the test would mean that high school students are “college ready” and thus who be prevented from being placed into remedial courses in state-supported higher education institutions.

Discussion followed.

PHENOM

The MTA Board discussed the role of PHENOM in legislative activities.

VIVA Report

This was a MTA study regarding the education of second language learners in K-12. The initial report stated that higher education teacher education programs need to be revamped to address the needs of second language learners. This report is currently being edited. It was noted that no one from the MSCA was contacted for input into the report.

Legislation and Political Action

There has been much mobilization and work in these areas.

Day Bargaining Unit –Donna Sirutis

Academic Administrators

By September 30, 2012, all chapter presidents should receive a letter regarding which campus academic administrators have a right of return. No other administrators have the right to take up a faculty position.

Temporary Unit Members

Prior to the appointment of temporary unit members the academic vice president is supposed to consult with the chapter president to explain why a temporary position is necessary. The Bridgewater chapter president noted that the majority of new hires at Bridgewater are full-time temporary faculty rather than tenure-track faculty.

Elections

MTA employees, including the MSCA’s consultants, have been ordered by MTA Executive Director Ann Clarke to either work on election campaign phone banks or to solicit MTA members to work election campaign phone banks. Discussion followed.

Board members were concerned that our dues will be used for the MTA employees to work election phone banks rather than their regular duties. In addition, many Board members felt reluctant to solicit MSCA members to work election phone banks due to their personal distaste for political phone calls received at home.

Community Colleges

Reform legislation is supposed to look at community college funding. There is no new, additional money; instead, FY 11 (community college) level funds would be redistributed to the community colleges. Some of the colleges would receive more and some would receive less funding than the distribution in FY 11. Consultant Sirutis distributed a handout on this method of appropriation. Discussion followed.

Chapter President's Reports:

Bridgewater

There was a summer meeting with President Mohler-Faria and other administrators. Chapter President Stonehouse thinks the relationship between the faculty/librarians and the administration has improved.

Fitchburg

Paul Weizer is the new Associate Vice President for Academic Affairs.

The class-size grievance terms of resolution have been met. There are now 196 full-time faculty, versus 176 when the class-size grievance was filed.

PARCC has been an important topic at Fitchburg. In March and April a series of meetings were held. There are also engagement teams. It was requested by the Fitchburg chapter that the formation of these teams go through governance. Steps will be taken by the chapter to remedy the improper formation of these committees.

The campus construction projects continue. The second phase of the Hammond Building construction is complete. The library part of the renovation is in phase three.

Framingham

The past Monday and Tuesday the chapter held a dinner for 20 new tenure-track hires. Last year's hires were also invited to attend. The chapter is trying to set a positive tone with the new hires. Several faculty who attended displayed interest in union activities.

Problems related the chapter treasurers' inattention have arisen.

The relationship between the university president and faculty/librarians continues to be difficult and strained.

Mass. Art

At the recent chapter meeting, Chapter President Schlosberg reviewed the history of the MSCA. He noted that we should have a written history of the union.

Off-campus union events are useful in building relationships between members. The chapter plans on holding these events each year.

On October 18, the college's presidential inauguration will be held.

Parking continues to be a problem on campus. The parking spaces have increased in size by four inches. However, there are battles on campus among units who wish to park in the faculty lot closest to campus.

The AVP search is underway. The chapter elected members to the search committee.

Campus construction continues. The design center's construction is \$5 million in debt. The new dorm has opened.

MCLA

A new DGCE dean was hired. They are in the middle of screening candidates for the human resources director position (the current one is retiring).

Mass Maritime

Looking for space for faculty offices. The faculty lounge was suggested. The administration may have to rent trailers for faculty offices.

Salem

This semester the focus is on changes to the core curriculum, which has not been reviewed since 1977.

More administrators have been hired at Salem. In addition, administrative departmental restructuring has brought the institution's structure back to a pre-layoff structure.

The library building is set to open in September 2013 and is funded by DCAM.

The ground breaking on the renovation of the new Wellness Center will be happening in the near future. This project will be funded with student fees.

Westfield

Nineteen new tenure-track faculty on campus. One is apparently being terminated.

A new dorm will be opening next fall.

New CFO search is beginning this fall. The search committee will include faculty/librarians.

Ken Lemanski has returned as the Vice President of Government and Community Relations.

Worcester

Had a reception for new faculty. Senior faculty were also invited.

The inauguration festival will be September 20th.

There are now two permanent deans. The provost needs to continue to be educated regarding what deans can/cannot do relative to the contract.

The CFO stated that the university's operative budget has increased from \$30.2 million in 2002 and \$77 million in 2012. The CFO claims this is due to increased collective bargaining costs.

The provost sent out an email to faculty encouraging them to use a template for syllabi.

New Business

Books for Legislators

HELC voted to ask the MTA to provide the books to legislators.

The meeting adjourned at 2:35 pm.

Respectfully submitted,
Nancy George
MSCA Secretary