

Present: P. Bonila, G. Chaskes, J. Howard, L. Hudoba, G. Mitchell, J. Monroe, M. Myers, J. Pinto (C), J. Rossman & M. Yannuzzi.

1. Tutor Comm: P. Bonila reported that we were fairly well-staffed in all areas except science (in the evenings) and in the Writing Center (on Saturdays). He projected that we would have spent approximately \$75k by Dec 11, 2006, excluding amounts for the NERC, and for receptionists on the main campus (both amounts for this term).
2. J. Monroe asked how the “new” (paper-based) appointment system for drop-in tutoring was working: J. Pinto replied that it was working fairly well.
3. Budget: J. Pinto reported that we would be over budget on the PT faculty line, especially in Spring 2007 as two FT faculty members would be on sabbatical leave.
4. PT faculty evaluation: J. Pinto asked for FT faculty volunteers to evaluate PT faculty; a sign-up sheet is posted on B1-28A door.
5. FT science positions: J. Pinto reported that he was informed by the Assoc Vice-President for Academic Affairs, S. Thompson, that those positions “were not approved.” The reason given to J. Pinto was that the AVPFAA wanted to first see the results of the academic audit of the Learning Lab. J. Pinto is to meet with her on 10-16-06 to discuss the matter. M. Yannuzzi suggested that the dept draw up a letter to S. Thompson emphasizing the need to staff positions vacated by retiring and transferring faculty members; M. Yannuzzi also suggested that in that letter, we include statistics of our service to students in the science area; beyond that, we need to lobby the science and allied health depts/programs to seek their support in filling existing LL FT science positions.
6. M. Yannuzzi circulated proposals made by the administration to the federation, referring LL faculty members to p.1, I.1 and I.6, and p. 4, III.29. In that context, M. Yannuzzi also mentioned that she was informed by M. Stephens that during her (Stephens’s) transfer process, Academic Affairs told her that “LL teaching experience does not count as college teaching experience.” It is imperative, suggested M. Yannuzzi, that the LL dept write to the FT Faculty Negotiating Team asking that our work, *qua* FT faculty in the LL, be included in the FT-PT ratio.
7. The minutes of the LL dept meeting of 8-29-06 were approved.
8. Appointment system: J. Pinto announced that the computer-based appointment system for tutoring should be operational within the next couple of weeks; LL secretarial staff are to be trained by ITS staff this afternoon. The new system would feature all the options of the Legacy system and would add to them.

9. AN stand-alone LL workshops: Attendance has been sparse; T. Ott has been informed; the AN program is being restructured, although the Spring 2007 term has about the same number of AN sections rostered as Spring 2006.
10. Dept Head Selection Comm: Volunteers are needed as J. Pinto's term as Head of the LL dept expires 12-31-06; J. Rossman volunteered to serve on the comm.
11. S. Thompson invited: J. Pinto invited S. Thompson to attend a LL dept meeting; M. Yannuzzi suggested that she be invited to attend the next dept meeting, scheduled for 11-13-06 @ 1:25P.
12. Travel fund: J. Rossman announced that the travel fund letter would be forthcoming.
13. Other: G. Chaskes raised the issue of hiring peer-tutors who are students at CCP but possess a master's; when G. Chaskes approached P. Bonila, the LL Tutor Coordinator, she was told by P. Bonila that it was his understanding that such a hire would be an infraction of Federation hiring guidelines. G. Chaskes contacted K. Schmermerhorn, Co-chair of the FT faculty bargaining unit of the Federation; during the course of that interaction, J. Pinto was asked by K. Schmermerhorn to distinguish between the job responsibilities of a peer-tutor as opposed to those of a specialist: J. Pinto clarified that Peer-tutors tutor students individually, whereas Lab Specialists not only tutor students individually, and in small groups, but they also teach Lab classes and workshops. Given that distinction, K. Schmermerhorn, on behalf of the Faculty Federation, did not have a problem with the LL hiring a CCP student with a master's @ \$7.00/hr as a peer-tutor; however, K. Schmermerhorn asked if the LL dept wished to discuss and vote on the matter. G. Chaskes asked the dept if it wished to discuss and vote on the matter; J. Pinto ruled that the matter could not be put to a vote now; in addition, asked J. Pinto, given the new administrative set-up at the AVPFAA level, how would hiring a peer-tutor with a master's degree for \$7.00/hr play out? J. Rossman commented that we, the dept, would think about it. G. Chaskes asked whether we wanted to hire CCP students with masters', given the "precedent" that it had been done before; M. Yannuzzi responded that since there were no formal, written guidelines okaying such hiring, there was no "precedent." J. Rossman suggested that there was "past practice."
14. Lunch to welcome M. Myers: LL faculty members are hosting a welcome lunch for M. Myers on F, 10-13-06 @ 12:30P, PTBD. Please RSVP P. Bonila.

The meeting was adjourned at 12:15P.
Minutes recorded by P. Bonila.