

**Labor-Management Committee Meeting
Minutes – February 11, 2020 3pm**

Meeting began at 3:10pm in the 2nd Floor Pugliese Conference Room

Attending: Josh Martin, Mike Geoghegan, Stephanie Vance, Rob Vance, Jim Corrin, Gina Augustine, Cindy Leasure, Adam Atkins, and Shirley Fisher-Ciancetta. Dr. John Crooks arrived after the meeting was underway.

The following items were discussed with the following results:

1. Bonuses versus contract language- After reviewing the language of current Support Staff and Professional Staff contracts regarding ratification bonuses, most LMC members agreed that Association members at the time of contract ratification would receive the bonuses through the third year of the contract. The LMC members felt that contract language was not clear however, and that during next negotiations, bonus language would need to be re-written. Management agreed. Gina Augustine and Shirley Fisher-Ciancetta mentioned that further discussion about the concern of bonus money would continue in Executive Committee.

2. Mileage versus contract language Article 23.3- The College has been discussing changes in travel. Jim Corrin questioned their ability to do so due to specific contract language. After reviewing the contracts, Management decided to forego adjustments at this time. Most likely this issue will return during the next negotiation period in Summer 2021.

3. Program Director, Program Chairs, Division Chairs, Lead Faculty (revisit job descriptions bargained in terms of release time/summer, adjunct evaluations, etc.)-

Stephanie Vance, Shirley, and Gina described the continuing concerns faculty have with the inequity of compensation/release time for additional and evolving responsibilities of the above-mentioned positions. The need to have issues resolved (including a move toward a 4-Dean Model) requires an intense and thorough discussion in order to create an environment where faculty can fulfill their responsibilities and be fairly and consistently compensated or provided with the appropriate amount of release time. Members of the LMC briefly reviewed the Sub-committee's document and agreed to meet with Dr. Crooks to move forward in a timely manner. Stephanie agreed to provide Dr. Crooks with a document reflecting the current 2-Dean Model, to reactivate the sub-committee, and work with Dr. Crooks in resolving the issues. Stephanie will coordinate the meeting time and location with Dr. Crooks. All agreed that moving toward a 4-Dean Model would at the very least provide opportunity for much needed improvement in communication.

4. Compensation for LMS: discuss when this falls under normal business and when this becomes an additional burden on faculty- Stephanie, Gina, and Shirley described the demands which have been made on faculty who are going over the anticipated time it would take to move classes to the new Learning Management System, Canvas. Josh basically mentioned that his HR team recently had to work harder and longer on getting Torch System up and running smoothly. He was implying that this is the nature of being a professional and being committed to getting the job done no matter how long it takes. Shirley stated that most of us understand that, but we just don't want to be taken advantage of. Most of us walked away with the thought that Management would not be looking to provide additional compensation for the

extended time faculty have had to spend “fixing” the errors in Canvas. Faculty will need to continue to monitor the issues which arise within Canvas and whether they believe they are being mistreated regarding compensation. The LMC needs to monitor and track this as well. If we choose not to challenge Management on this issue now, perhaps developing a more stringent compensation formula for the next round of contract negotiations would be appropriate.

5. Status of staff positions—staff still overloaded

Josh stated he was not convinced that there was need to increase staff positions. Cindy Leasure explained the high stress situations at certain times in the registrar’s office. It may be an issue with correct training and having the “right” people available to answer certain questions on the phone. Sounds like staff are not all “on the same page”. Dr. Crooks mentioned possibly resolving with “floaters”. These concerns need to be looked at much more closely. Poor communication is most likely one of the culprits. Josh will look at training and said that his team would continue to monitor this. The Association must continue to revisit this and push for resolutions.

6. Status of in-seat classes- Gina referred to an email that was written by a faculty member as a follow-up to the 2/11 First Friday meeting. Does the College still consider in-seat classes (and students) important? What are the College’s priorities? Will in-seat programs be advertised? Is there still support for in-seat with the huge online endeavor? Mike Geoghegan stated that the College maintains its commitment to “growing” our campuses. Mike detailed the plans to purchase buildings in Youngstown. He said “traffic” is up in Youngstown (with the new coffee shop that recently opened). The College is planning new marketing and branding. He admitted there is a “slow down” on the Steubenville Campus. He wants to build evening and weekend classes there to appeal to older, working people. CCP has impacted the younger demographic, so the College will look to get “creative” in marketing to the older “working” population. May look to develop “free courses” to entice interest in traditional college classes and programs. Mike said the College is also looking to welcome more community involvement at the school.

That led to a discussion about the “perception” that EGCC is turning into an online school. That perception may be “fed” by the fact that scheduling of classes is “all over the place” and when students who want to take in-seat classes are turned away because classes they have signed up for are cancelled due to low enrollment (and the students are told to take the class online). Dr. Crooks stated we definitely need to discuss scheduling issues. All agreed that this needs to be a priority.

7. Status of previous grievances- Gina asked Josh for an update on the 12 grievances that have been making their way through the process. Josh mentioned some have been resolved, others have not. We did not discuss them in detail.

Meeting adjourned after 5 pm.

The next Labor-Management Committee meeting is scheduled for Wednesday, March 18, 2020 at the Pugliese Boardroom in Steubenville.

Addendum: The Association’s Labor Relations Consultant, Jonathan Knapp shared the following through separate email on 2/11/2020 6:56 PM. (Executive Committee and LMC members will review and discuss them during the next LMC meeting.)

Grievances as of 2/11/20

Grievance	Action	Date/Status
Failure of College to provide Union new employee information in less than 30 days	College will update employee directory with each new hire and send the updated document to the Union within 30 of the new hire	Resolved as of 9/24/19
Failure of College Deans to provide faculty with workload assignments at the beginning of Fall 2019	Deans completed workload assignments with faculty members on 9/4/19 and 9/5/19	Resolved as of 9/5/19
Failure of College HR to properly convene search/hiring committees	Joint training with Union and College to teach HR employees the requirements for search/hiring committees	Resolved as of October 2019
Failure of the College to place new IT employees at the proper level on the salary schedule	Union leadership met with Executive VP Miller and determined process for correct placement. Two employees paid back pay.	Resolved as of 10/16/19
Failure of the College to collaborate with the Union to determine bargaining unit eligibility of newly created positions	Union leadership met with Executive VP Miller to discuss the problem of how the Union can even identify that a new position has been created. The College asked for the names of the employees who are in positions that should be discussed. Union provided names. Union and College agreed to 30 extension of the timeline.	Status unknown 2/11/20. It is most likely that progress on this was lost when Tracey Anderson was fired and Jim Miller was put on administrative leave.
Failure of the College to make auxiliary and overload payments in a timely way	Payroll expedited auxiliary and overload payments	Resolved 8/30/19
Failure of the College to convene and charge the	Discussion between Union and Executive VP Miller to identify committee members. 60-day	Status unknown as of 2/11/20. Goal as of 12/4/19 was to have

Insurance Committee to do its work	timeline extension to convene the body and start its work.	the committee operational by January 2020
Failure of the College to provide the Union with minutes from the Board of Trustee meetings	Copies of BoT minutes back to Jan. 2018 provided on 9/16/19. Mechanism put in place with Board Secretary to send corrected BoT minutes to the Union President.	Resolved 9/16/19
Failure of the College to convene and charge the IT Committee to do its work	Discussion between Union and Executive VP Miller to identify committee members. 60-day timeline extension to convene the body and start its work.	Status unknown as of 2/11/20. Goal as of 12/4/19 was to have the committee operational by January 2020
Failure of the College to convene the Labor/Management Committee	Committee members identified, meeting times defined, agendas collaboratively determined, LMC started meeting regularly in late 2019	Resolved as of January 2020
Failure of the College to utilize the CBA's collaborative process for determining class size review on an annual basis	College agreed to train the Deans in the collaborative process and the parties agreed to extend the grievance for 180 days to see how the process works in the Spring of 2020	Unresolved pending data from Spring 2020 process
Failure of the College to give faculty 60-days notice of new courses to be taught and workload augmentation for courses create with less than 60-days notice	Mandatory training for Deans was agreed to for this topic. Reminders to Deans to hold meetings with faculty was agreed to for this topic. 180 extension agreed to to give time for implementation.	Status unknow as of 2/11/20. Goal was to have Deans have workload discussions with faculty Fall Term for implementation during Spring Term scheduling.

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