**Spring 2018 CODAA Membership Meeting**

**Wednesday, April 18, 2018**

**Introduction**

**Award Winners**

After 15 minutes for refreshments and conversation, Cheryl opened the meeting at 2:30 p.m. by introducing the current CODAA officers and then recognizing the CODAA winner of the Outstanding Adjunct Faculty Award and the Divisional Outstanding Adjunct Faculty CODAA winners for 2018.

* Christopher Schneberger, College Wide Outstanding Adjunct Faculty (Photography) from the Arts, Communication & Hospitality Division
* Donna Douglas (Dance) from the Arts, Communication & Hospitality Division
* Sue Frankson (English) from the Liberal Arts Division
* Stacie Haen-Darden (Criminal Justice & Education) from the Social /Behavioral Sciences and the Library

She also recognized CODAA member Dale Simpson, Jr (Anthropology) who was the featured speaker at the 8th Responsible Conduct of Research and Academic Integrity Conference, and Sue Dreghorn (English), CODAA Secretary, part of the I Am COD Award Winner, Accreditation Task Force. Cheryl (CODAA President) and Jessica Dyrek of Counseling and Advising were also I Am COD nominees for their work on the Pathways to Engineering program.

**CODAA Survey re: BIC Office Renovations**

Of the 103 adjuncts who completed the survey, 73% were CODAA members and 27% were non-CODAA. These are the findings:

* Average use of BIC 2A07 is 2.5-3 times a week
* 62% use the private consultation rooms at least occasionally
* 89% want computers in the private consultation rooms
* Re: Mark Collins’ office being in the BIC adjunct office—39% are uncomfortable with the idea; 33% are indifferent; and 27% are comfortable.

Because of CODAA’s persistence, the private consultation rooms will retain their computers; new rooms may have an extra monitor and a locked laptop. The partitioned cubicles will remain. However, Collins’ office will probably be part of the renovation. The adjunct office in the HSC is complete; the adjunct office renovation in the BIC is scheduled to be completed in time to open in Fall 2018, depending, of course, on construction.

**Presentation and Vote on Proposed CODAA Budget**

Cheryl explained that we have typically presented a budget for the upcoming fiscal year at the Spring meeting, but because of the pending Supreme Court Janus decision, expected by June 2018, which could have an adverse impact on our ability to maintain a proposed budget, CODAA is postponing a FY 2018-19 budget until after the decision. CODAA will present the 2018-2019 Budget at our August 2018 meeting which coincides with the beginning of the academic year. In the interim, V.P. Marseille presented a 2-month continuing budget which will take us to the end of August 2018. This interim budget caps spending at $6,000.

Action item voted on and approved: *The CODAA Board is requesting that members approve a continuing resolution to permit usual and customary expenditures of the local to be paid up to a total limit of $6,000 during the months of July and August 2018. This total cap is irrespective of the amounts collected and remitted to the NEA/IEA as their apportionment of the dues collected and remitted by the College to CODAA.* All members present voted in favor of the interim budget.

**President Rondeau—Guided Pathways and Q&A**

President Rondeau began her remarks by noting that Jim and Cheryl meet with her once a month to discuss issues relevant to CODAA. She also announced that administrative offices are being moved out of the BIC to make room for more classrooms. The focus of her remarks, however, was about Pathways and the importance of this program to student success, to get students on the right track and away from aimless course selections. Transfer counselors are especially important for 1st generation students and a part of “social justice.” Ideally, each new student will be assigned a “navigator” and COD has hired 15 of them so far. Advising and counseling will be toward transfer into programs, not into specific schools. According to Rondeau, the success of a Pathways program takes time, up to 4-5 years in any given school.

Sue asked how adjuncts are going to be part of this program; not sure this was really answered.  Others asked how “navigators” were different from advisors or counselors.  Michelle Courier stated that it was her understanding that the newly hired navigators were FT, classified (i.e. not union), and would not be doing any advising.  Rondeau confirmed this.   In answer to a question if PT faculty could apply to be a navigator, the answer was yes; they would be welcome.  [However, they could not continue to teach and would probably take a pay cut, which Rondeau did not point out, but perhaps a full time job with benefits would offset this.] A member asked if preference could be given to internal candidates and Rondeau answered that she could ask HR about this.

**Michelle Couturier, IEA Uniserv Director**

Michelle reviewed the Janus vs AFSCME case before the Supreme Court, emphasizing that if the decision came down against fair share, the IEA (and CODAA) would immediately stop taking fair share dues. This is why it is so important that we convert as many fair share members to active as soon as possible. Jim is optimistic that the decision will be favorable to fair share; Michelle is not.

Karen Moore, IEA organizer took names of those willing to contact specific fair share CODAA members. Our plan is to have at least one CODAA member per division who will encourage fair share members to become active full share. These volunteers will be provided with talking points and other assistance from Karen and the CODAA membership drive team.

**CODAA Updates & Members Questions/Concerns**

1. The Availability Form Grievance has been resolved with the addition of a 100 character comment field for indicating adjunct faculty preferences for specific classes, class location, delivery mode (online, classroom, hybrid); a one week review period for CODAA to assess full eligibility before distributing the form; that CODAA input will be considered before any planned changes to the form; and a mandatory training status field by Spring 2019. Note: Beginning Fall 2018, mandatory training is a condition of employment and CODAA members will receive a $50 stipend at the end of the Spring 2019 term for completing these courses.

2. Fall Semester Course Assignments: Effective Fall 2018, members who are fully qualified, available, and have had a continuing history of successful performance in teaching will be offered these options:

 -- a minimum of four (4) contact hours per semester (Fall and Spring only) if they teach classes of less than three (3) contact hours; or

-- a minimum of six (6) contact hours per semester (Fall and Spring only) if they teach classes of three (3) contact hours; or

--a minimum of one (1) class per semester if they teach classes of greater than three (3) contact hours

The College will determine faculty member availability based solely on the information submitted on the College-provided availability form (see above) prior to the submission deadline. Make sure you ask for the courses you are fully qualified to teach on the availability form. Make sure you return the form on time. If you believe you have not been assigned according to the contract, contact CODAA *immediately*! The assignment language does not cover summer classes.

Although CODAA will continue to send members a reminder when deadlines approach, Cheryl reminded members that they must take responsibility for meeting College-mandated deadlines and checking their College of DuPage email regularly.