

**HEO Council Executive Committee Meeting Minutes**  
**Friday, October 24, 2014**  
**1:40 PM – 3:00 PM**  
**New Building, Enrollment Management Conference Room, L2.71.12**

**Members Present:**

Inez Brown, Janice Carrington, Nikki Hancock-Nicholson, Nilsa Lam, Nancy Marshall, Kevin Nesbitt, Tiffany Onorato, Michael Scaduto, Johanna Whitton, Janet Winter

Guest: Anila Duro, from the HEO Council - Quality of Life Committee

**Absent:**

Michele Doney, Linda Mitchell, Rosann Santos-Elliott

**Call to Order:**

The meeting was called to order by President Sandrine Dikambi at 1:41 PM.

**Adoption of Agenda:**

Nilsa Lam moved to adopt the agenda. Nikki Hancock-Nicholson seconded the motion. All present voted in favor to adopt the agenda.

**Approval of Minutes:**

Nancy Marshall moved to approve the minutes from September 26. Inez Brown seconded the motion. All present voted in favor to adopt the minutes.

**Announcements & Reports:**

Janet Winter explained that the HEOs are working without a current contract. The PSC Executive Committee is circulating a petition to gather support from the PSC members to bring CUNY/NYC to the bargaining table. Ms. Winter clarified that the PSC Executive Committee does not have an official HEO representative as part of the committee. Ms. Winter explained our options with the petition: 1) We could sign as HEOs, individually; 2) We could sign as the HEO Council; 3) Amend the letter that the PSC Executive Committee wrote and include more HEO contractual concerns; 4) Write our own letter.

Ms. Hancock-Nicholson suggested that we could sign the petition as a mechanism of support and solidarity, but that we should not ride the coat-tails of another body, and that perhaps we should also write our own letter directly to President Travis thanking him for publicly stating that the HEOs need a contract and to ask him to continue to advocate on our behalf.

It was mentioned that the John Jay Faculty Senate is writing a letter to the Chancellor asking to support increases and to expedite contract negotiations.

At 1:58 a motion was made to draft a letter to President Travis. Ms. Dikambi asked who will write the letter, and Inez Brown, Tiffany Onorato and Nancy Marshall volunteered.

The draft is to be submitted to President Dikambi and then will be sent to the HEO Council as a heads up, and collect any feedback from the HEO body for a very short period of time (48 hours).

**Treasurers Report:**

Janice Carrington announced that our request to increase our budget to \$4,200 was approved!

**Quality of Life Committee Report:**

3 new members were welcomed into the Quality of Life Committee. Our guest, Anila Duro, explained that the committee recently met and discussed the possibility of creating a survey for the HEOs. Ms. Duro explained some of the draft questions the committee proposed and the format of the survey. The survey is formed via “participatory action research” – where the researcher is part of the community being researched. A draft survey was distributed to the EC.

Ms. Hancock-Nicholson motioned to continue to develop the survey started by the Quality of Life Committee. Ms. Brown seconded the motion. The motion was passed unanimously.

**Old Business:**

President Dikambi stated that no one from EC sent her ideas for goals for the HEO Council as she requested. Two goals that were mentioned 1) Electronic Voting; 2) Reaching out to HEOs to increase participation. Ms. Dikambi will reach out to the committees for their goals. And Linda Mitchell will be asked to include the goals in the HEO Handbook.

**New Business:**

Mr. Nesbitt motioned and Ms. Onorato seconded moving the Holiday Party and the Spring Meet and Greet to 4pm-6pm. The motion passed with unanimous support. Nilsa Lam suggested that Ms. Marshall and Mr. Nesbitt’s committees work together to propose new names for the “Meet and Greet” and to plan the party and reach out so that people attend and feel included.

Agenda item #7 was tabled due to lack of time.

**Adjournment:** The meeting was adjourned at 2:45 PM by President Dikambi.

Submitted by Johanna Whitton

## CALLING FOR YOUR SUPPORT

Dear President Travis:

We write to ask for your help – your vigorous advocacy in support of the John Jay community.

As of Monday, October 20, CUNY faculty and professional staff will have been without a new contract for four years. Our work at the University shows our commitment to quality public education: in fact, it is our academic work that makes the University run. We deserve fair remuneration for the jobs we do; we have been denied that for four long years.

Enrollment at CUNY is at an all-time high, yet we, who are daily in the classroom, are expected to work without reasonable raises and just benefits. Faculty and staff wellbeing is put at risk as we have faced the rising cost of living. We are full-time faculty, CLTs and HEOs struggling to pay rent; we are adjuncts forced to work at multiple institutions just to buy groceries. Our diminished living conditions have a direct impact on our students' learning conditions. Exhausted, anxious faculty and staff cannot give 100% to their students when their minds are on their own survival. This problem has been exacerbated by the fact that CUNY is having a difficult time hiring new faculty and retaining recent hires, putting more pressure on the limited and overworked resources we already have. Not only has the lack of a contract affected the hiring and retention of faculty, it has also been a blow to the morale of current faculty. The lack of a contract is, therefore, endangering the growth of CUNY, the University's future aspirations, and the quality of CUNY public higher education. It is both irrational and unconscionable that we still do not have a contract.

The PSC is eager to settle the contract and has been negotiating with CUNY in good faith. But CUNY has still not presented us with an economic offer, which is the essential foundation for any detailed bargaining. Without an economic offer, we cannot begin to bargain about salary increases, much less retroactive pay. Nor can we truly address the Chancellor's stated goal of lowering the CUNY teaching load. CUNY trustees and administrators must make it their first priority to get an economic offer on the table so that bargaining in earnest can begin.

President Travis, you have spoken publicly of your support for faculty and staff receiving a contract. We call on you, therefore, to do what you can to impress upon the Chancellor and Trustees that we need an economic offer now. We ask that you speak up for the faculty, professional staff, and the students we serve at John Jay by urging the Chancellor to immediately make an offer and thus open serious contract negotiations. We urge you to advocate for justice for the John Jay community, for CUNY faculty and staff, and for public higher education.

Sincerely,

Nivedita and John      for the John Jay Chapter PSC Executive Committee

Nivedita Majumdar, Chair  
Luis Barrios (Alternate)  
Avram Bornstein (Delegate)  
Holly Clarke (Delegate)  
Lyell Davies (Alternate)  
Robert Delucia (Alternate)

John P Pittman (Vice Chair)  
Arlene Geiger (Delegate)  
Elizabeth Hovey (At large)  
Allison Kavey (At large)  
Peter Mameli (Delegate)  
Gerald Markowitz (At large)

Jay Gates (Secretary)  
Gina Martinez (At large)  
J. Paul Narkunas (Delegate)  
Bonnie Nelson (Delegate)  
Staci Strobl (Delegate)  
Daryl Wout (Alternate).

# CALLING FOR YOUR SUPPORT

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