

**ADJUNCT FACULTY ASSOCIATION
EXECUTIVE BOARD and REPRESENTATIVE ASSEMBLY
MEETING MINUTES**

To: All Executive Board and Representative Assembly Members

From: Rose Tavitian, Secretary

Subject: Minutes of the Meeting on **October 25, 2025.**

Attendance: S. Stark-President, G. Ouellette-Vice President, B. Gregorio-Treasurer, R. Tavitian- Secretary R. Erben-CIO, C. Albano, R. Beck, D. Cannone, J. DeLaLastra, C. DeSanto, D. DeSanto, C. Enright, C. Falconetti, T. Field, A. Friedman, S. Greenbaum, M. Grossman, P. Guadagnino, A. Hecht, U. Hellebuyck, E. Mack, P. Pecorino, J. Rackovitch, M. Hellmer-Saul, P. Schmidt, P. Sherman, R. Silverman, C. Vinas, M. Zartler, M. Zito.
Guest-S. Mitchell, N. Seery, C. Warmuth.
Absent: K. Bellefiore, D. Braunschweiger, R. Femminella,

The meeting was called to order at 8:40 am.

A motion was made to accept the minutes of September 20, 2025. 1st-A. Hecht, 2nd-C. Vinas. Motion passed unanimously.

1. **Secretary Report**-R. Tavitian-All correspondence and minutes are up to date and approved minutes are posted on our website-myafaonline.org. The AFA Holiday Party is set for December 18th from 3:00-6:30 pm in the CCB MPR. An announcement will go out with the details and an RSVP.
2. **Treasurer Report**-B. Gregorio-Our current balances were presented and discussed. The flexible CD was renewed for 8 months. A motion to receive the treasurer reports was made. 1st-D. Cannone, 2nd-E. Mack. Motion passed unanimously.
3. **CIO Report**- R. Erben-Membership and employment numbers were discussed. Our current membership is 1680. The Academic Senate is interviewing for a PT Secretary. Civic Discourse course will be required as of Fall 2026. Some appointed and elected committees were merged due to decreases in FT faculty. Title VI course must be completed by 10/31/2025 and is required. Recruitment, as always, is important and all were encouraged to reach out to new members.
4. **Vice President Report**-G. Ouellette-A step III grievance is moving forward and an arbitrator was selected.
5. **President Report**-S. Stark-Today is Homecoming with several events scheduled. All are encouraged to attend and support our teams. The new printing system was discussed. A Flexible Spending Account (FSA) is available to AFA members. The Title VI course must be completed and will be a qualification requirement for an assignment. The Election Day time off applies to FT faculty only.
6. **Committee Reports:**
 - Health and Safety**-K. Bellafiore-No report.
 - Elections**-S. Mitchell-The verified DR petitions were received and there are 7 contested elections. The ballots will be out on November 4th and are due by November 10th at 8 pm. Ballots will only be sent to NCC emails. The Officer petitions were accepted today. There will be 2 contested elections. Qualifications for officer eligibility were discussed.
 - Membership**-C. Enright-There is a new Member Orientation today at 12 pm.
 - Grants**-S. Stark-An application was received and will be considered.
 - Scholarship**-S. Stark-No report.
 - Grievances**-G. Ouellette-Previously discussed.
7. **New Business**-After discussion of a Zoom option at our meetings, it will be on the agenda and decided at our next EB meeting.
8. **Old Business**-None.
9. **Good of the Order**-Options to decide who will be considered as the college recognized main DR were discussed. Brightspace set up was discussed relating to syllabus input, posting teaching materials, IT issues, student communication via email system, and options for Zoom and camera requirements. The English Department is looking for PT TAs for their Writing Center. Send resume to Kim Ballerini, Department Chairperson. Library collections are everyone's responsibility. Information Literacy Activities are available. Not all college wide textbooks are available in the Library. Motion to adjourn. 1st-G. Ouellette, 2nd-P. Pecorino. Motion passed unanimously. Meeting adjourned at 10:15 am.

Our next meeting is January 17, 2026.

Respectfully submitted,

Rose Tavitian-AFA Secretary