



ECCFA Senate Meeting Agenda
Wednesday, October 3, 2012
3:00 PM – 5:00 PM
Room C-120

Call to Order: Luis Martinez

Roll Call

Recognition of Visitors & Guests

Marcy Thompson and Johanna Cummings to discuss Honors Program Survey
Dan Kernler, Division issue relating to MSE representation on the Honors Committee

REPORTS- Written Reports submitted are included at the end of the agenda.

Secretary's Report:	Kimberly Tarver
Treasurer's Report:	Linda Hefferin
President's Report:	Luis Martinez
1st Vice President's Report	Howard Russo
2nd Vice President's Report	Marcia Luptak
3rd Vice President's Report	Cassandra Watson

Committee Reports

Elections & Committee Openings- (May be considered as consent agenda.)

- Curriculum Committee Nomination- Timothy Marquez, UAII, CABS; Keith Lewis, CABS; Loretta McCallister, LVPA
- CETL Advisory Committee Nominations- Timothy Marquez, UAII, History & Political Science; Lina Barosso, UAII, Psychology
- The following faculty members have volunteered to attend the IFT Higher Education conference , October 26 & 27, in Oak Brook : Luis Martinez, Linda Hefferin, Irene Birkholz –Benter, Sue Ford, and Gary Norden.
- **Proposed Team and Task Force Leaders for FY13 Student Success Infrastructure**
(*faculty candidates highlighted; faculty declining to serve indicated by strike through*)
**compensation has not yet been agreed upon*

Embracing a Learning Centered Environment

Sarah Dye-Co-Team Leader

James McGee – Co-Team Leader

Supplemental Instruction Models

Terry Martin – Co-Taskforce Leader

Annabelle Rhoades – Co-Taskforce Lead

Developmental Education Academy

Libby Roeger – Co-Taskforce Leader

Embracing Cultures on Campus

Luis Martinez – Co-Team Leader

Mary Hatch- Co-Team Leader

Cultural Competence/Prof. Dev

Sandi Brown – Co-Taskforce Leader

Joe Rosenfeld – Co-Taskforce Leader

Collaboration and Engagement

Katie Storey – Co-Taskforce Leader

MaryAnn Tuerk – Co-Taskforce Leader

Dev. Ed. Curriculum

Ruby Sanny – Co-Taskforce Leader

Rick Mao – Co-Taskforce Leader

Embracing Cultures in Communities/Workforce

Joyce Fountain - Co-Team Leader

Peggy Heinrich - Co-Team Leader

Diverse Community

Steve Duchrow – Co-Taskforce Leader

Christina Castro – Co-Taskforce Leader

HS, College, and Adult Readiness

Bruce Austin – Co-Taskforce Leader

Alison Douglas – Co-Taskforce Leader

Career Coalition

Sharon Wilson – Co-Taskforce Leader

Pete Almeida – Co-Taskforce Leader

George Rosa – Co-Taskforce Leader

Diverse Recruitment

Clark Hallpike – Co-Taskforce Leader

Janelle Crowley – Co-Taskforce Leader

Embracing Student Support/Resources

Jennifer McClure – Co-Team Leader

Linda Hefferin- Co-Team Leader

David Carillo – Co-Team Leader

Student Transition

Julie Schaid – Co-Taskforce Leader

Christian Zehelein – Co-Taskforce Leader

Improve Black/Latino Achievement

DeSean Coleman – Co-Taskforce Leader

Vacant – Co-Taskforce Leader

Student Retention

Amy Perrin – Co-Taskforce Leader

Sharon Baker – Co-Taskforce Leader

COPE

Old Business

- Learning Communities Committee Bylaws
- Curriculum Committee Bylaws- Approval
- Electronic Voting: A motion was made by Kimberly Tarver and seconded by Howard Russo on September 19, 2012 to authorize Cindy Hutman as the lead person to advocate on behalf of the faculty regarding the matter of the CETL and HR merger. Discussion related to clarification of Cindy's willingness to serve, upon which she agreed and the utilization of electronic voting as it limits opportunity for discussion. The motion passed by e-mail vote.

New Business

- Compensation for unit adjunct faculty serving on committees (Cassandra Watson & Dave Lawrence)
- Interpretation of 4.28 (Marcia Luptak)
- Financial Aspects of ECCFA Contract Workshop: 2 Sessions on Thursday, 10/18 at 3:00-4:00 and 5:00-6:00 in D226. Presenter: Dan Kernler. RSVP by 10/12 to dkernler@elgin.edu
- IFT Higher Education Attendees- Luis Martinez, Linda Hefferin, Irene Birkholz -Benter and Gary Norden.

Division Issues

- MSE Representation on Honors Committee
- Summer Schedule, Write Place, Reading Lab

Adjournment

Next Meeting: October 17, 3:00-5:00 PM, C-120

REPORTS

President's Report (Luis Martinez)

- Adrienne McCauley. Adrienne is a community organizer associated with DuPage United. She is currently working on a community organization project that includes the cities of Aurora, Batavia, Geneva, St. Charles and Elgin. For more details, visit- <http://www.dupageunited.org>
- The ECC Board of Trustees granted tenure to our colleagues Sally Guy, Angelika Stachnik, Linda Wallace and David Carrillo. Join me in congratulating them.
- ECC Foundation Annual Giving campaign is underway. We encourage faculty members to donate to this noble cause. Every dollar counts. If we all give one dollar per paycheck we can contribute more than \$10,000.00 per year to the ECCFA Endowed Scholarship. Remember, every dollar counts.
- The ECCFA has learned of changes to the Write Center, specifically a switch in divisions. Faculty members have expressed concerns regarding the change. The association did not receive any official notification of this change from the administration, nor were we part of any conversation on this subject. We will continue to insist in the need for dialogue between administration and faculty, rather than the after the fact news.
- The Open Enrollment period for Medical, Dental, Voluntary Vision, Optional Life, Long-Term Disability and 2013 Health/Dependent Care Flexible Spending Account Insurance begins October 1, 2012 and ends November 15, 2012.

1st Vice President's Report (Howard Russo)

2nd Vice President's Report (Marcia Luptak)

- If you have an MFA on file with the college, please check your lane placement on your contract. It should be at lane 3
– contact your Senator/ ECCFA VP if this is not the case.
- A friendly reminder. Do not individually bargain with your dean or any administrator or board member. That means we can't make one-on-one deals for low-enrolled classes or special projects—among other things. Article I states that the ECCFA is the EXCLUSIVE bargaining representative of the faculty. Collectively we can ensure equity, fairness, and consistency for all of our members—and it is the law.
- It is recommended that faculty do not attend a meeting alone at which discipline may occur. We all have Weingarten Rights which guarantee that a union rep can be with us at any such meeting. Also, be aware that there are no provisions for “unofficial evaluations” in the contract.
- I would like to make a correction on my earlier statement with regard to office hours. It has been agreed with the VP of TLSO to go strictly with the wording of the contract. 1¼ hours for 3 credit hours; 2 ½ for 6 credit hours (non divisible). If teaching 0-2 credit hours, no office hours required. If teaching 4-5, only 1 ¼ are required. It was also discussed that office hours may be held in a classroom. The minimum amount of time that office hours can be held still needs to be clarified. If there is a different policy being practiced in your department, please contact your Senator/ ECCFA VP. I am already aware of the situation in ABEC, so no need to contact me about that department.

3rd Vice President's Report (Cassandra Watson)

Insurance Committee (Janet Whitsitt)

Insurance Committee Meeting: Monday, September 17, 2012

Doc on Demand – Possible new health benefit at ECC

1. Provides round the clock access to physicians by phone, web or video conferencing (Skype).
2. Designed for employees not eligible for health insurance, but open for anyone that is interested.
3. Survey presently under review by committee and will be given to all employees this fall. Survey concerns if and how employees would use this programs and the important attributes they would like to see in this program.

MetLife Voluntary Products will not be sustained.

1. ECC will not sustain this service in 2013.
2. Approximately 10 employees are presently using this service.

3. These employees will be contacted by ECC and MetLife. Employee can keep the services in which they are presently participating. Employees will lose 10% discount given through ECC, but other discounts are given through MetLife (i.e. 5% for paying online)

Open Enrollment is scheduled October 1 – November 15 for services starting January 31.

1. 1 page document (if not filled out, will continue same products).
2. Flex account must be applied for every year and the annual limit is now \$2,500.00 (\$3,000.00 last few years) for the 2013 year. There will be no fee change. ECC continues to pay half the administrative fees.

Benefits Fair – Thursday, October 11, 10:00 a.m. – 3:00 pm; SRC Dining Room

1. 35 vendors including SURS; Also giveaways
2. Vendors for both full-time and part-time benefits
3. Marketing suggested through Enet, email, ECC Facebook, and Monitors in hallway.

Employee Insurance Administrative Procedure (for full time college employees not included in collective bargaining agreement) has been rewritten.

1. Includes how to add or subtract dependent from plans.

Use of Generic drugs being encouraged

1. Benefits both employees and ECC
2. Posters available in English and Spanish
3. How do we disseminate this information?

Employee Assistance Program (EAP)

1. New Vendor with 24 hour conference service
2. Webinar and recording available for orientation to program.
3. How do we make employees aware of this service, particularly when they need it? Attach to Pay Advice? ECCFA Facebook page?

Wellness Committee formed and will be meeting this fall.

Next Insurance Committee Meeting scheduled for Monday, October 15, 2012

MAGIC (Kimberly Tarver & Clark Hallpike)

- Meetings held the 1st and 3rd Monday of each month 3:00-4:30. Meetings are open to the entire ECC community.
- October 24, 5:30-9:00 PM. *Dinner Dialogue: Discounted Dreams-High Hopes And Harsh Realities at America's Community Colleges*. Community Colleges represent the fastest growing segment of American higher education; their open admissions, low tuition and flexible scheduling draw students from all walks of life. They are the gateway to the American dream for millions. Vital yet flawed. Huge but virtually invisible. Government generally spends five times as much on prison inmates as it does on community colleges. Resolving these issues is essential for the American future. Limited to 30 participants. RSVP to ktarver@elgin.edu.

Sentinel (Lori Clark)

Publication Dates & Submission Deadlines

October 15—deadline on October 11

November 12—deadline on November 8

December 10—deadline on December 6

Sick Bank (William Demaree)

During the 2012 donation period, 55 full-time faculty donated 84 days, bringing the Sick Bank total to 489 days, as of September.

Strategic Planning (Elizabeth McNulty)

In the past, the Strategic Planning Committee has convened only when it was time to draft a new plan. Beginning with the FY13-17 Plan, which was approved by the Board on August 14, 2012, the committee will continue to meet in order to track the alignment of college activities to the Strategic Plan goals and objectives. At the September 10 meeting, the committee discussed its activities for the coming year. It was decided that the Planning and Institutional Effectiveness Office will draft a handbook or guide for making the Strategic plan more useful for employees. In addition, a writing team will be convened to draft operational reports that align with the Strategic Plan. The full steering committee will not meet again until December 2012 or January 2013 when it will review these drafts.

Wellness Committee (Tara Leszczewicz)

- Jan 2014 Wellness Incentive Program to be unveiled.
 - Participation likely to result in decreased premiums which would apply to full-timers only; likely part-timers would have access to resources but at an expense without incentive.
 - Activities of committee to be strategic planning to get employees in right mind set regarding wellness to embrace the 2014 Wellness Incentive Program.
- Wellness Committee event for October, date TBD. Dental Assistant Month- Oct- theme associated with Halloween/ Dracula...to consult with Delta Dental Insurance provider & Dental Assistant Program.
- 10/11/2012 Benefit Fair.
- Jan 2013: Healthwise Handbooks, informational/educational resource, provide to all employees at no expense.
- March/April 2013: Wellness Fair.
- Next meeting Tues 10/9/12 from 12-1. Room SRC 234/ B205.01

ECCFA Important Dates for 2012-2013

October 17, 2012(W) 3:00-5:00 PM Senate Meeting C-120
October 31, 2012(W) 3:00-5:00 PM Senate Meeting C-120
November 14, 2012 (W) 3:00-5:00 PM Senate Meeting C-120(NOTE: Thanksgiving 11/22)
November 28, 2012 (W) 3:00-5:00 PM Senate Meeting C-120
December 12, 2012(W) 3:00-5:00 PM Senate Meeting C-120
December 14, 2012 (F) Grading Day AND Graduation (NOTE: Classes end TH 12/13)
December 17, 2011 (M) 8:00 AM Grades Due

SPRING SEMESTER 2013

January 10, 2013 (R) TBA ECCFA General Member Meeting & Luncheon UBC Dining
January 11, 2013 (F) 9:00-10:00 AM New Faculty Intro/Welcome to ECCFA Meeting F-203 (ICT 203)
January 11, 2013 (F) 1:00-2:00 PM Instructional Coordinator/ECCFA Meeting F-203 (ICT 203)
January 16, 2013(W) 3:00-5:00 PM Senate Meeting C-120
January 30, 2013(W) 3:00-5:00 PM Senate Meeting C-120
February 13, 2013(W) 3:00-5:00 PM Senate Meeting C-120
February 27, 2013(W) 3:00-5:00 PM Senate Meeting C-120
March 13, 2013(W) 3:00-5:00 PM Senate Meeting C-120 (NOTE: Spring Break 3/25)
April 3, 2013(W) 3:00-5:00 PM Senate Meeting C-120
April 17, 2013(W) 3:00-5:00 PM Senate Meeting C-120
May 1, 2013(W) 3:00-5:00 PM Senate Meeting C-120
May 15, 2013(W) 3:00-5:00 PM Senate Meeting C-120
May 16, 2013 (R) Grading Day
(NOTE: Classes end W 5/15)
May 17, 2013 (F) Graduation
May 20, 2013 (M) 8:00 AM Grades due