

Senate Meeting Agenda 20 March 2024

Meeting Link: [Senate Zoom Link](#).

Name	Div/Term	Name	Div/Term	Name	Div/Term
Lori Clark (President)	2022-2024	Margaret LeMoyne	HP/MSE 2022-2024	Diane Flahaven	UAF2, HP/MSE 2022-2024
Stacey Shah (1st VP, ARIT/ABEC)	2022-2024	Chris Cunningham (Parliamentarian)	HP/MSE 2022-2024	Tara Latto	UAF2, HP/MSE 2022-2024
Jessica Carpenter (Social Media Coordinator)	CABS 2022-2024	Luis Martinez	HP/MSE 2022-2024	Terri Birch (2 nd VP, Membership)	UAF2, LVPA 2022-2024
Ryan Kerr (Chief Negotiator)	CABS 2023-2025	Kimberly Tarver	HP/MSE 2022-2024	Amanda Smothers (3 rd VP)	UAF2, CABS 2023-2025
Ruby Sanny	CABS 2023-2025	VACANT	HP/MSE	Janice Petit- Sollenberger	UAF2, LVPA 2022-2024
Patrick Gordon	SBCT 2022-2024	Les McTighe	LVPA 2023-2025	Tammy Ray (Webmaster)	UAF2, SBCT 2023-2025
Clark Hallpike	SBCT 2022-2024	Susan Robinson	LVPA 2023-2025	Jason Walczak	UAF2, SBCT 2022-2024
Dave Reich	SBCT 2023-2025	Steve Wood (Treasurer)	NON-VOTING 2022- 2024	Lisa Del Giudice (Communications Liaison)	UAF1 2023-2025
		Laura Haske (Secretary)	NON-VOTING 2022-2024		

ATTENDANCE

VISITORS

ANNOUNCEMENTS

- **Congratulations to the Orrin G. Thompson Teaching Excellence Award Winners:**
 - Jennifer Clark, English Unit Adjunct Faculty
 - Umberto Tinajero, Instructor of IMT/CIM
- **Congratulations to Newly Tenured Faculty Members:**
 - Reyes Estrada, Instructor of HVAC
 - Vince Gaddis, Professor II of History
 - Emily Healy, Assistant Professor I of Sociology
 - Lisa Stoltenberg, Instructor of Nursing
 - Lucas Wagner, Instructor of Arts and Hospitality
- **Book Adoption**
 - Remember that book adoptions for Fall 2024 are due on March 31, 2024
- **AI Resistant Assistants**
 - Dr. Amanda Hirsch wrote an interesting and informative article on how to make assignments resistant to AI. Here is a link to the article: <https://citl.news.niu.edu/2024/02/28/generative-ai-resistant-assignments/>
- **Achieving the Dream Coaches Visit**
 - Friday, April 19, 10:00-11:00 am
 - <https://elgin-edu.zoom.us/j/98050076086>

REPORTS

- **SECRETARY'S REPORT: LAURA HASKE**
 - Approval minutes from 6 March 2024
- **TREASURER'S REPORT: STEVE "WOODY" WOOD**
- **PRESIDENT'S REPORT: LORI CLARK**
 - Attended Grievance Meeting
 - Attended Committee of the Whole Meeting
 - Attended Board of Trustees Meeting (Remarks in addendum)
 - Met with Peggy Heinrich and Anthony Ray. Topics included: Lift Training, Nursing
 - Attended Course Capacity Meeting

- **1ST VICE-PRESIDENT’S REPORT: STACEY SHAH**
 - Attended VP/CHRO/ECCFA Meeting (Topics Included: Pending Course Sections)
 - Approved Overloads
 - Attended Course Capacity Meeting
 - Fielded Emails
- **2nd VICE-PRESIDENT’S REPORT: TERRI BIRCH**
 - No report.
- **3rd VICE-PRESIDENT’S REPORT: AMANDA SMOTHERS**
 - No report

COMMITTEE REPORTS

- **Elections—Chris Cunningham**
 - Elections opened on Monday, March 18 and will close Thursday, March 21 at 5pm.
 - The Elections Committee will meet on April 1 to tabulate results and alert the new President and Senate.
 - All election results will be announced at the April 3 Senate meeting, where the new President and new Senators will be seated.
 - At the April 3 meeting, the new Senate will vote on VPs. It is not required, but it is good practice, to talk with the new president if you are interested in being a VP.
 - At the April 3 meeting, the new President will appoint various offices with Senate approval.
 - In future years, elections will be held in April to match ECCFA's constitution and bylaws.
- **Negotiations—Ryan Kerr**
 - No report.
- **Grievance—Co-Chairs: Peter Han and Tim Anderson**
 - No report.
- **Membership—Terri Birch**
 - No report.
- **COPE— Antonio Ramirez**

ELECTIONS & COMMITTEE REQUESTS

Committee Requests

- **Administrative Procedure Review Team (APRT)**
 - There is a need for a faculty member to serve on the Administrative Procedure Review Team. This is from Laura Haske, who is currently serving on the APRT: “The APRT reviews administrative procedures that affect students and faculty. Team members can see the comments from the cross-functional review team and hear directly from the procedure’s coordinator. Every

procedure under review has a first reading and a second reading. The APRT asks questions and makes recommendations related to the procedure language. There is one faculty member on the team. The team meets on Zoom from 1:00 pm to 3:00 pm on the second Friday of most months during the semester.” More information can be found here: [TLSD website](#).

Elections

- **Cross-Functional Review Team (1 faculty member requested)**
 - Ruby Sanny, Professor II of English

OLD BUSINESS

- 403b Fees (see addendum)
- Emergency Management Strategic Plan Feedback

NEW BUSINESS

- Inclusive Access (see addendum)
- Memorial Brick: Roger Ramey

DIVISION ISSUES

ADJOURNMENT

ECCFA SENATE SPRING 2024 MEETING SCHEDULE: 3:15-4:45 P.M.

- March 20
- April 3
- April 17
- May 1

ECC BOARD OF TRUSTEE MEETINGS

Faculty are encouraged to attend ECC Board of Trustee Meetings. Follow this link to sign up: https://docs.google.com/forms/d/e/1FAIpQLSduhdAZtXmg6DE_LEdB3fAUJ6lFZIKKPZcLRcblQRWlWwYafQ/viewform?usp=sf_link

- **Committee of the Whole:**
 - April 8—3:00 pm
 - May 13—3:30 pm
- **Board of Trustees:**
 - April 9—6:30 pm
 - May 14—6:30 pm

Addendum

ECCFA President's Remarks to the Board: March 12, 2024

Good evening, Board of Trustees.

As some of you may know, I will not be seeking a second term as ECCFA President. This was a decision I did not take lightly. It came with a lot of thought and reflection.

My term will end on April 3, when my successor takes over, so, sadly, this will be the last time I address you as the ECCFA President. In my final remarks, I would like to leave you with a parting thought: Equity. As Equity, Diversity, and Inclusion has become such an important goal of the college (as it should be), it is important to remember that our equity goals should also include faculty equity—for both adjunct faculty and our faculty librarians.

As you have heard me mention before, adjunct faculty are one of the most marginalized group in the college environment. As we know from the experiences of other marginalized groups, there is a toll that comes with living in a society that is not equitable. Adjunct faculty are not treated with the equity they so deserve. They don't always have job security; they don't have the opportunity for insurance, and they face much lower salaries than full-time faculty. They also face periods of time between semesters without receiving a paycheck.

Our faculty librarians are also not afforded the privilege of equity. Our faculty librarians teach classes; they work one-on-one with students. However, unlike their other faculty counterparts, our faculty librarians do not have an office where they can work with students, participate in meetings and trainings, or teach their online classes.

In the future EDI endeavors that ECC undertakes, I really, truly hope that faculty equity will be a focus of that work. The college, in good conscience, should not ignore these faculty members. They are just as much a part of the campus as full-time faculty. They work with students just as much as the rest of us—maybe more. They win Teaching Excellence awards; they are NISOD recipients. They deserve not only recognition and respect—they deserve equity.

Thank you.

From Jessica Carpenter:

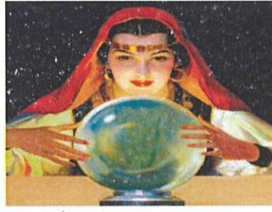
Information about the SURS 457b:

It's important to understand that this plan will at some point move persons from the LIS (Lifetime Income Strategy) plan over to the SIP (secure income portfolio plan) unless you turn that function off. It seems that happens @ age 50. The default LIS plan functions similarly to other age-tagged plans and pays attention to your projected retirement age from my understanding (like the defaults for OneAmerica)

The SIP plan functions like a pension with lifetime disbursement. If you do nothing, the documents I read say you will be moved into this at some point @ 50. My understanding is that they just take the things in your LIS account and move them over into investments that have guaranteed income. If you already have a traditional pension you may not be interested in another supplemental 'pension' and prefer to have this as a traditional 457b.

To turn off the auto-switch from LIS to SIP go to SURS, then 457b, then the LIS page, then my account, and there you can change both your projected retirement age and the percentage of your income you want secured (100 being the default if you want the guaranteed income/SIP plan, 0 being if you want it to act like a normal 457b and not a pension-ish 457b and stay in LIS). You can only do this once every 90 days.

This information is based on talking to SURS DCP on the phone, and I'm not a fiduciary so definitely cross-confirm and do not make financial decisions solely based on my understanding of this stuff. I will also note that I am over 50, but when I checked on this today I didn't have any funds that had been moved into the SIP, perhaps because this plan is so new or perhaps because I was already 50 when I entered.



Demystifying Inclusive Access

What is Inclusive Access?

Inclusive Access is a sales model for college textbooks that can provide significant cost savings for students. Digital content is delivered to students by the first day of class through the learning management system.

How it works for students:

- Students pay a course materials fee at the time of registration for inclusive access.
- Students can opt-out and get a refund. The opt-out date is the same as the add/drop date for the class.
- Students have access to the course materials by the first day of class through the learning management system.

How it works for faculty:

- Interested faculty can inquire if their required course materials have inclusive access pricing.
- Faculty members work with the Bookstore and Publisher to determine pricing.
- A suggested course materials fee will be established.
- Course materials fees for inclusive access are included in the regular course fee approval process.

Course fee approval process:

The Board has asked for a month to review the course fee proposals; therefore, the proposed fees need to be submitted in time for the September Committee of the Whole meeting so they can then be voted on at the October Board meeting. This allows the necessary time to enter course fees into the academic system in time for departments to begin building their course schedules for the **following summer and fall**, which begins mid-November. The student fee is then submitted by the dean as a proposed course fee for approval. Here is the outline of the process.

- 1) The Managing Director of Institutional Compliance and Curriculum will provide Deans with the following during the spring semester.
 - a. Latest version of the historical budgets (up to prior fiscal year) produced by Finance
 - b. Current course fee list produced by Curriculum and Assessment Assistant
- 2) Deans will review budgets and submit any proposals for revised course changes to the Managing Director of Institutional Compliance and Curriculum two weeks before the Board report submission date for the September Committee of the Whole meeting.
- 3) The Curriculum and Assessment Assistant will compile a report which lists all received proposals for the upcoming fiscal year by the Wednesday before the Board report submission date, and send to Deans for final review. This report will include 1) course number and title, 2) course status, 3) current course fee, 4) proposed course fee, 5) change in fee, and 6) rationale for the change.
- 4) The Deans will share any final edits to the course fee proposals with the Managing Director of Institutional Compliance and Curriculum by the end of the following day.
- 5) The Curriculum and Assessment Assistant will submit the final course fee proposals to the Board of Trustees by the submission deadline for the September Committee of the Whole meeting to prepare for a vote at the October Board Meeting.

All approved course fees will be entered into Colleague and CurricUNET by end of October.

Questions: Contact the ECC Bookstore. We are here to help! 847-214-7395 or eccbookstore@elgin.edu