



FEDERATION OF  
HIGHER EDUCATION  
FACULTY AND  
PROFESSIONALS  
AFT-IFT / AFL-CIO



## ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION Senate Meeting on March 3, 2010

Sarah Dye, President, presiding

Beverly Augustine	Crystal Kerwin
Elizabeth Becker	Dan Kocher
Rick Bonnom	Dave Lawrence
Lori Clark	Marcia Luptak
Sumitra Duggirala	Luis Martinez
Sarah Dye	Shawn Mikulay
Sue Ford	Gary Norden
Clark Hallpike	Howard Russo
Linda Hefferin	Manuel Salgado
Cindy Hutman	Nicole Scherger
Tim Kaar	Scott Vaszily

Absent: Mary Peterhans

Meeting called to order by Sarah Dye at: p.m.

### **Guests: Sue Sullivan (HR): Presentation on ComPsych**

Sue Sullivan came to talk about the employee assistance program—ComPsych, She has just been here a year and has found ComPsych to be very helpful. She wants to make sure that employees know about this program. It is an incredible benefit and it doesn't cost anything, whether the employee works one hour/week or 40 hrs/week. Her father-in-law was going to a nursing home. They found out the day before he was released. The hospital gave them a list of numbers but it was a nightmare not knowing where to turn. However, ComPsych helped to find a place. They are familiar with eldercare, Medicare, Veteran's benefits, etc. A representative from ComPsych even called ahead to make sure they had space and checked with the state about complaints, etc. She can consult with them again, if needed. ComPsych also provides legal benefits. An employee had an ex-husband who owed her money. ComPsych gave her 30 minutes of free consultation. ComPsych would provide someone to help people who are grieving, for instance. Three 50-minute sessions of counseling for free. And they will help you work it out through insurance for future sessions. They will do this for dependents, also. They also have a full-blown concierge service. They will even find an apartment for you or a dependent. They will make recommendations and appointments for you. ECC pays for this, so we should utilize it. They also have an online service that has information on like a disease. Incredible program, we must share with part-time employees, too. She is hoping we can help her out with this. For instance, the issue of health insurance for part-timers: they can call ComPsych for suggestions and contacts to help them out. Dan Kocher asked if it is on e-net.

Sue Sullivan, yes, but not easy to find. She is trying to get it pulled to the front. Anyone can call her, too. ComPsych responds 24/7. One problem it solves is that we need to be making personal calls for these things at work and it helps because ComPsych takes

care of it.

Rick Bonnom asked if it is for works-study students

Sue Sullivan said, yes, if they are on our payroll, they are eligible for these benefits..

### **Carol Cowles: Newly proposed student email committee**

Sarah Dye said that we invited Dr. Cowles to help us understand more about the new student e-mail committee.

Dr. Cowles said that she appreciates the invitation and the work originally done by the committee to get student e-mail up and running. The goal now is to get it USED. In the last week, 3,209 students checked e-mail. In a situation where we want to make checking student email a part of students' daily work so they don't miss important information. She knows that some faculty require the use of student e-mail. The college really pushed us to develop a student e-mail system for when we need to communicate quickly to students. Example, is notification when a student gets into a course after being on the wait list. The new student e-mail committee will be a reconstituted group. They want some additional students on the committee and representation from student life and maybe some faculty who weren't necessarily on the first committee. Faculty that don't necessarily have the technical skill. There was discussion of marketing of student e-mail at the end of the first iteration. Everyone agreed it was important to do but no one was entrusted to actually do that. At first we didn't really understand what needs to be done next but now we are ready to go to the next step.

Sarah Dye asked if the charge for the new committee is the marketing part.

Carol Cowles said the question is how to make student e-mail more relevant to students and then market it. Marketing is secondary to the relevancy piece. Students need to understand how important checking their e-mail is for them. We need to talk to the user, faculty, students and Student Life to come up with a better way to make it really relevant.

Sarah Dye said that there are still some technology things that didn't get answered or responded to from the first committee

Dan Kocher said that the original committee agreed that student e-mail should not be rolled out before completely it is completely integrated with D2L. It still is not completely integrated. For instance, you can't see on D2L that there is e-mail waiting for you. Second the numbers on who is checking e-mail is wrong because it doesn't count the ones who forward it. Third the agreement was no "everyone" e-mails.

Carol Cowles said there are critical information e-mails that need to go out. She sends them and only she has access to "everyone."

Dan Kocher mentioned that e-mails like warnings are going to students who are not currently enrolled and to faculty.

Carol Cowles said that the technological issues are different from what they want to do with the current committee and the charge for the current committee is very important, as well.

Dan Kocher said that in a roll-out of e-mail like this, the first impact is the critical one if we don't get people to use it right away. The marketing recommendations originally made were critical but now we are playing catch-up. What roll is there for faculty to play?

Carol Cowles said that they envision a reconstituted committee that is meeting for a short time, with a focused look at how we can interest students in using it, interest faculty in using it. Obviously integration between D2L and student e-mail would be important to this. They want fresh eyes and a different look at this. Original group did work hard and it was frustrating. What we want to do now is look at how students are using it, how we can improve use and move forward. That is why the break with the old committee and moving forward seemed responsible.

Dan Kocher said then there are actually 3 committees, the original one, the roll-out committee and now this new one.

Carol Cowles said that what this committee will do is assess where we are right now, improve usage and market the student e-mail system.

Sarah Dye said we have a clearer idea of what type of faculty we need for this committee. We will find two faculty. We have another week to satisfy this request.

Carol Cowles said she looks forward to our recommendations and also a list from Senate of the undone pieces in the original student e-mail plan.

Dave Lawrence asked if they would be dealing with marketing to adjuncts in this committee, too? He said that needs to be added to the charge of this committee.

Marcia Luptak said that not all e-mails are coming through. She has started responding to everyone so they know when it didn't come through

Sarah Dye said to e-mail Phil Howard in IT if we are having problems any problems.

Elizabeth Becker said she thought we were supposed to use only the student e-mail.

Sarah Dye said this is related to the point that Dave Lawrence brought up, not all faculty are getting the message.

#### **Secretary's Report: Cindy Hutman**

Howard moved to accept the minutes from the February 17, 2010 meeting. Rick Bonnom seconded. Approved. 1 abstentions.

#### **Treasurer's Report: Linda Hefferin**

See separate sheet.

Accepted report.

#### **President's Report: Sarah Dye**

See attached.

Sarah Dye said that Friday they are doing a small training session with tenure committee members. It started in January and members who have never served on a committee are attending. They could have gone to the evaluations workshops, also. But if they couldn't attend that workshop, she will work in smaller groups with them. It is an obligation of the ECCFA to do those trainings every semester.

Sarah Dye announced that we have a new space for ECCFA, it will be MSC100A, this is an office built out into the hallway with a window. We have Sharron Konny to thank for it. Someone else had his/her eye on it and now we have it and we can begin our move right away. We can take whole file cabinets without unloading them. It is bigger than what we currently have. There will be work done in MSC eventually, but they won't work on this room until we have space on the library floor which will eventually be two offices and a conference room to share with SECCA.

Howard Russo asked if we all get keys for this room.

Sarah Dye said she will start doing that. Officers, members of grievance, and Bill should have one for elections. She asked Bill for the dates of election.

Bill Demaree said April 13, 14.

Sarah Dye said she hopes we can get the move done by then

Sarah Dye pointed out Sharron Konny's report on construction. She has extended an invitation for the groundbreaking. She wants to warn you and we should warn our constituents about changes in parking and traffic patterns during the groundbreaking. We will receive an e-mail next week that will tell us that the road up to the flag poles will be cut off to erect a humongous tent. She wants us to begin letting students know so if students are used to being picked up at flagpole, they will have to find an alternative. The tent is temporary but for a day or two no one will be able to pull up there. The road will be gone entirely after break.

Shawn Mikulay asked if there was more parking to come in the next few months? Is there any accommodation for faculty who have to do things off-site?

Sarah Dye said that they tried to talk them into a bus system. They did agree we need some faculty spaces. We will have spaces in three different lots devoted to faculty/staff. Smaller lot next to

VPAC, one down towards UBC, the new lot along Spartan Drive, will section off a space for faculty/staff. Summer may not be important but the 8 weeks back after spring break will be a problem.

Crystal Kerwin said that if it was just one thing it might not be so bad. But between the lack of parking and the increased traffic problems with Spartan Drive shut down, the frustration for faculty and students who have class in the middle of the day is mounting.

Elizabeth Becker asked again about the parking by old golf course and when we would get it back Sarah Dye said that we would get it after Spartan Drive was finished. Of course, that would be summer when we really don't need extra parking. She has been assured that by fall we will have more parking than we have now. She said she would continue to take our concerns forward.

Sarah Dye said that she will once again be asking for the yearly committee reports for the Sentinel for the final issue of the school year.

**1<sup>st</sup> Vice President's Report: Luis Martinez**

No report.

**2<sup>nd</sup> Vice President's Report: Sue Ford**

No report.

**3<sup>rd</sup> Vice President's Report: Dave Lawrence**

No report.

**Committee Reports:**

**Academic Computing: Mary Peterhans, Dan Kocher**

No report.

Dan Kocher said he was too angry to write it. He said they didn't get a quorum for the last meeting and he takes some of the blame for agreeing to the committee process. The Vice President didn't show up and only one dean showed up. Only one faculty member was absent and he had e-mailed Dan ahead of time. He will address this problem. They have another meeting in April. It was a very frustrating experience. They met but couldn't take any action.

Sue Ford asked if the administration was not taking seriously?

Dan Kocher said there are some control issues. Ned Coonan has his secretary doing some of the work like notices and minutes. Dan will start doing that. He assured us that the problem will be fixed. He is disappointed because we lost two months. Part of the problem is that subcommittees aren't given deadlines to meet and give reports.

Elizabeth Becker thanked him for all that he does.

**Academic Policy: Dawn Munson**

See attached.

**Achieving the Dream: Sarah Dye and Linda Hefferin**

See attached.

Sarah Dye said that as Senators we are all invited to meetings either next Monday or Tuesday with our AtD coaches. Please join us if you can. We now know our priorities, and are putting together teams to address priorities.

Linda Hefferin said this is not the same as campus conversations. It is beyond those, the next step.

Sarah Dye said that they have had some influence on toning down meetings that faculty attend.

**Alliance for College Readiness: Alison Douglas**

See attached.

**Assessment Committee: Shawn Mikulay**

See attached.

**BOT Finance Committee: Linda Hefferin**

The Board of Trustees meets Monday, March 8 at 2 p.m.

**Communication Liaison: Gary Christenson**

No report.

**COPE: Ron Kowalczyk**

See attached.

**Curriculum Committee: Maureen Lange**

See attached.

**Elections: Bill Demaree**

No report.

Bill Demaree looked at data base on committees and identified whose terms are up on the committees and Senate. Next, he will ask chairs of committees if the information is correct. Then he will look for nominations for openings. He will set up the timing for nominations. Elections are April 13, 14.

Sarah Dye said we need three senators for UAF1's, 9 for UAF2's, and for full time we need 2 new ones.

Howard Russo asked when we will elect negotiations.

Sarah Dye said at the same time.

Sue Ford asked if there will be something in the next Sentinel about open positions.

Sarah Dye said we can start looking for people on standing committees as soon as Bill releases the information.

**Faculty Development: Beth Santell**

No report.

**FAV's: Dan Kernler**

See attached.

**GIST: David Burke**

No report.

**Grievance: Howard Russo and Sue Ford**

See attached.

**Humanities Center: David Burke**

No report.

**Insurance: Lynn Ducar and Sarah Dye**

No report.

**Learning Communities (Steering): Alison Douglas**

No report.

**MAGIC: Joyce Fountain**

No report.

**Membership: TBA**

See attached.

**Negotiations: Luis Martinez**

See attached.

**Scholarship: Steve Trail**

No report.

**Sentinel: Bill Demaree**

No report. Next one is March 15.

**Sick Bank: Ellie Swanson**

.No report.

**Strategic Planning Committee: Phil Garber and Elizabeth McNulty**

See attached.

Sarah Dye said that she will ask faculty on this committee to report as well as the administration.

**ULI February Courses:**

See attached.

**VP for TLSD Search: Roger Ramey**

See attached.

**Webmaster: Tim Kaar**

No report.

**Other Committees**

**Special Orders**

**Consent Agenda: *Committee Approvals Requested:***

1. **Counseling Receptionist Search Committee:** Patti Jachowicz; (MAGIC rep: Daysi Strong, admin)

Howard Russo moved to approve Patti Jachowicz for the counseling receptionist position. Sue Ford seconded. Approved.

**Old Business**

**Middle college**

Cindy Hutman reported that there was no longer talk of going back to teaching middle college classes at the high schools. However, there is interest in expanding the middle college offerings and math was one area mentioned. The issue with working individually with high school students who need more advanced math courses is that they don't get dual credit and the high schools don't pay their tuition. Also, Julie Schaid is looking into ways to improve the program. They will begin orientation sessions for students and parents. They will be meeting with faculty who teach the middle college courses to see what should be included in these orientations. Both Mary Hatch and Rick Mao agreed to pay any UAF's that would be part of this discussion.

Dan Kocher said that tech prep students are not required to take COL101 but they need some orientation, too.

Crystal Kerwin mentioned that they high schools will no longer be paying for transportation of middle college students.

Cindy Hutman explained that many of the students don't use the transportation provided by the high schools, they drive themselves. In addition, we will be offering some alternative sections of the middle college courses as possible options for the high schools. These would include late afternoon, evening or Saturday sections.

**New Business**

**Volunteer Opportunity**

Sarah Dye was approached by SECCA about volunteering for the Northern Illinois food bank. Vicky Wiskerchen had talked to SECCA about doing a joint SECCA-ECCFA volunteer initiative. If we are interested, Sarah Dye will turn it over to Dan Kernler and have Dan set it up.

Dan Kocher said that he has volunteered there in the past. He said that he felt like he was doing useful work. They need a lot of hands to do the work. They can always find something for volunteers to do.

Sarah Dye said that we haven't chosen a charity for spring. It is an idea. Dan Kernler already has a Friends of the Fox event set up. This would be something different.

Luis Martinez said it is an opportunity to step up in this critical time. He thinks it is a good idea.

Sue Ford moved that we turn this idea over to Dan Kernler with the Senate's endorsement. Luis Martinez seconded.

Linda Hefferin said she is pleased that SECCA approached us to do this especially as we are going into negotiations.

Elizabeth Becker called the question.

Approved.

### **AFT Convention**

Sarah Dye said that she has received the convention call. This is held every two years. It is July 7-11 this year in Seattle, Washington. She would like to suggest that if we have enough money, we send at least one representative. She would suggest that we send Luis Martinez. We have a place for four delegates, based on our numbers.

Linda Hefferin said that we have had professional development money to go in the past. Currently we only have enough money in the budget to send one person. As we go into negotiations we should be considering being more active at the state and local level.

Sarah Dye asked how much is in the defense fund.

Linda Hefferin said \$10,000 and it hasn't gone up in years.

Clark Hallpike said that he went four years ago to the convention and Luis Martinez should go to get a sense of this.

Clark Hallpike moved to send Luis Martinez to the 2010 AFT Convention. Rick Bonnom seconded.

Approved.

Howard Russo asked to amend the motion to send two people. Cindy Hutman seconded. Approved.

Marcia Luptak asked if we have money for IFT/AFT. She asked if the budget for ULI is separate.

Sarah Dye said the paperwork is complicated and so we need some lead-time.

Linda Hefferin said that whoever goes has to be approved by the local.

Luis Martinez moved that an adjunct faculty member be chosen. Rick Bonnom seconded. Howard Russo called the question. Approved.

Sue Ford moved to reconsider the previous motion and add "if no UAF available, then full-time."

Howard Russo seconded. Elizabeth Becker called the question. Approved.

Sarah Dye will go ahead and get hotels booked and we should talk among ourselves and figure out who might be available to go in addition to Luis Martinez.

### **Boys/Girls Club Donations.**

Howard Russo reported that the trade council is supporting a fundraiser for the Boys and Girls Club of Elgin and suggested that we consider a donation for this. The Boys and Girls Clubs are good to the unions, all building is union.

Linda Hefferin said that Kankakee Community College didn't need the money that we set aside for them so we have \$150.

Marcia Luptak moved that we donate \$150 to the Boys and Girls Club of Elgin. Rick Bonnom seconded. Approved.

Sue Ford said that we need to publish this in the next issue of the Sentinel.

Sarah Dye says that it will be in the Sentinel.

### **Immigration Advocacy Project**

Manuel Salgado said that there is an activity that he is taking on. It is outside of ECC but many students are taking part in this. They are advocating for comprehensive immigration reform. Doing this through the Immigrant Advocacy Project. They are taking buses from ECC. There are about 35-40 people including staff and students. They are leaving Saturday and will return early Monday. He is asking if anyone is interested in going. He is also looking for donations to help students to go, as scholarships for students who want to go. Make out check to Rachel Heuman or send it to Manuel Salgado.

### **Staffing concerns in the Health Professions**

Luis Martinez said that there is a meeting with health programs faculty and Dr. Sam. They are concerned about the fact that the position of Wendy Miller, associate dean, is going to disappear. This is not a faculty position but they expressed concern. The faculty in this area also asked that they be notified when the search committee for the new dean is being formed. Dr. Sam said it would be up to the new dean whether that associate dean's position was opened again. So these faculty want a say in who is on the search committee for the new dean.

Sarah Dye said that we have not been notified of the position search at all.

Luis Martinez told them that.

Sarah Dye said that she will ask about the timing.

Elizabeth Becker said that it has been advertised and posted on the ECC website. No one has heard anything about what is going on with forming the search committee.

### **Division Issues**

Elizabeth Becker asked about the surveys for negotiations and when they will be going out.

Sarah Dye said that the ECCFA executives will meet today after this meeting and figure it out.

Howard Russo moved to adjourn. Rick Bonnom seconded. Adjourned at 4:45 p.m.

Respectfully submitted by Lucinda Hutman, ECCFA secretary