



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



**ECCFA Senate Minutes**  
**Senate Meeting: Wednesday, November 30, 2011**

**Sarah Dye, President, presiding**

**Frank Aleman**  
**Mary Arndt**  
**Rick Bonnom**  
**Michele Brynelsen**  
**Lori Clark**  
**Julie DeLong**  
**Linda Hefferin**  
**Cindy Hutman**  
**Dan Kocher**  
**David Lawrence**

**Marcia Luptak**  
**Loretta McCallister**  
**Gary Norden**  
**Pat O'Brien**  
**Joel Peck**  
**Miroslav Rezac**  
**Howard Russo**  
**Joyce Ross**  
**Glenn Turner**  
**Scott Vaszily**

**Absent: Carl DeCarlo, Len Fitzpatrick, Luis Martinez, Chad Pearion, Cathy Tomasik, Armando Trejo, Vicki Walker, Cassandra Watson.**

**Meeting called to order by Sarah Dye at 3:06.**

**Visitors**

**Secretary's Report: Lori Clark**

- Howard Russo made a motion to approve the corrected November 16, 2011 minutes. Pat O' Brien seconded. November 16, 2011 minutes approved with seven abstentions.

**Treasurer's Report: Linda Hefferin**

- Report attached at the end of the agenda.
- Hefferin reported there was a check from a May retiree that had just been cashed.
- Report accepted.

**President's Report: Sarah Dye**

- The ECCFA Office will be moved to ITR 146 for the SP 2012 and early SU 2012 semesters because of the remodeling that will take place in MSC starting as soon as this semester is over. We will then move permanently in June or July to space in the remodeled SRC 2<sup>nd</sup> floor when the old library was located. The SSECCA office will be located nearby too once the space is finished the second floor SRC remodel is complete. Faculty will need to have ECC parking permit tags in order to use the small parking lot on Fletcher Drive or the lot behind HBT. If you no longer have an ECC parking tag, then you can get one through your dean's office coordinator or from the ECC Police Department as I understand the system.

- Since the ECCFA office will be moved, Dye reported that a conference room could be reserved in the new library in order for elections to take place. Another option is to consider an electronic version of voting.
  - For those who will need to use the ECCFA office while it is in ITR, there is a student lot on the other side of ITR that is usually vacant. There is also a new entrance from Fleetwood.
- Sent 2 get well cards and 1 baby congrats card to faculty members by snail mail.
- **Response from Paul Dawson about concern raised about screen in new HP Sciences Bldg. during Senate tour:**
  - I know there was a question raised in the Faculty senate tour of the HLSB regarding a potential conflict with the pendant light fixtures and the projection screen. Please be advised that the projection screens have a blacked off area of approximately 18" at the top to negate this problem. The 18" clears the pendant light conflict. This allows the projector to shine more in a flat plane that also increases its clarity.
- **Response from Asst VP for TLSD Marcy Thompson re: 2013-14 Academic Calendar:**
  - In response to the ECCFA's requests regarding the 2013-14 Academic Calendar please see below:
    - Additional days off is a contractual issue for SSECCA and needs to be negotiated.
    - Term length is not by the number of weeks, but number of days as stated in 4.16 in Faculty Contract.
    - Spring Break is scheduled the last week of March. Because we develop the calendar three years in advance and school districts typically approve one year in advance, there is no deliberate coordination with any school district.
- **A Reminder concerning faculty and programs moving to new offices and buildings from Ms. Konny's office:**
  - Please be aware that non-ECC employees are not allowed to assist with the upcoming moves due to the risk of personal injuries and/or breakage of personal belongings.
- **A Reminder from Tammy Few, Interim Chief Human Resources Officer:**
  - As you know, pursuant to Article 6.17 (FT) and Article 8.8.3 (UAF), "*Lane change activities completed by December 31, and documented no later than February 15, shall be awarded on the salary schedule for that calendar year.*"
  - However, due to some confusion surrounding deadlines for submission of official transcripts for lane movement this past spring during negotiations, the Board has decided to allow an extension for submission of official transcripts to eligible ECCFA members according to the criteria and procedures outlined in the Faculty Development Handbook.
  - If you completed coursework by December 31, 2010, you have until December 31, 2011 to submit your official transcripts. Your pay will be retroactive to January 1, 2011. An official transcript is one that has been delivered unopened directly from the issuing institution. It must bear the institution's seal, appropriate signature and date. We also accept hand-delivered transcripts if they are delivered unopened in the original envelope and encrypted electronic transcripts. Transcripts received by any other method (photocopy, fax, etc.) are considered unofficial.
  - Please contact Kathryn Skates in Human Resources, SRC 231B, x7402 to determine if your official transcripts have been received.
- **Reminder from Registrar Jennifer McClure:**
  - This is a reminder that final grades for 2011FA are due **no later than Monday, December 19 before 8 a.m.** As soon as you are ready to enter your final grades for 2011FA you may begin doing so. The grade submission procedure can be found from the Grading link under Faculty Information at [www.elgin.edu/portal](http://www.elgin.edu/portal). After the deadline grade change forms will be required. The recommended 120 day date for Incompletes is 4/16/12. Grades are verified each business day, so students can generally view them within 24 hours of being entered into the system. Please remember that a W cannot be entered as a final grade for students still enrolled.

- We will be closing the online grading at 8 a.m. on Monday, December 19 in order to run final grade reports, Standards of Academic Progress (SOAP), Satisfactory Academic Progress (financial aid), prerequisite checks for spring, and certifying graduates all of which are dependent on grades being entered on time. We appreciate your cooperation.
- If you have any questions please contact Elaine Kolasa, records-grades specialist at 847.214.7430 or via email at [ekolasa@elgin.edu](mailto:ekolasa@elgin.edu). Her hours are 9:00 am -3:00 pm on M, W, TH, F and 1:00-7p.m. on Tuesdays.
- Dye reported that she has all committees to submit their by-laws and working rules by February 1. This will make elections much easier when it comes to nominations. The information will be included on the ECCFA website and will be updated, as needed. The information will also be included on eNet. An advantage of having this information public is that people will know what kind of commitment a committee will be prior to being nominated.
- She said she is also asking the committees to include term limits for committee chairs, especially when it includes release time.
- Hefferin asked if the term limits were just for chairs or for all members.
- Dye said she would include that in her recommendation.

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

- No report

**2<sup>nd</sup> Vice President's Report: Dan Kocher**

- No report

**3<sup>rd</sup> Vice President's Report: Cassandra Watson**

- No report

**Committee Reports—**

**Academic Policy: Keith Lewis (and Jennifer McClure)**

- No report.

**Academic Technology: Dan Kocher & Mary Peterhans**

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

- BOT Report submitted by Phil Garber:
- The Developmental Education workgroup, chaired by professors Carol Szabo and Mary Ann Tuerk, hosted an event called *The Developmental Education Report Card* on Wednesday, November 9<sup>th</sup> in the UBC dining room. Forty-one (41) individuals attended, representing faculty, administration and support staff, as well as Dr. Sam (President) and Mr. Dalton (Board). Professors Szabo and Tuerk provided an overview of current strategies on student success both within and outside of the AtD framework. Outside of AtD, updates were provided on retention alert (Early Alert), ECC's financial literacy program (Financial \$marts), and current bridge programs involving Adult Basic Education students into college-level career courses.
- Within AtD, presentations were provided from the Equity Action Team, Emerging Scholars (academic advising), and faculty involved in research on student success courses (which includes the College 101 course and success courses in other disciplines). Within the Developmental Education workgroup, presentations focused on math curriculum redesign; MyMathTest preparation and current and future protocols for COMPASS math placement; an update on writing and reading labs; reading curriculum development; an update on efforts at supplemental instruction; and a review of performance and attitudinal data from students who have been served by these efforts.

- The successful event concluded with brainstorming session and beginning prioritization on future ideas, which will serve the AtD leader co-chairs when proposing strategies for the upcoming FY2013 budget year. A second event is planned for February 2012, in which the college welcomes Dr. Julie Phelps, math faculty and AtD leader, from Valencia Community College.
- On a related note, AtD interventions and measures will be featured prominently in the institutional goals and objectives of the college's next strategic plan. The Strategic Planning Committee has resumed its meetings, with an aim of crafting a new multi-year plan for the college (currently slated for FY2013 to FY2017) by the end of the spring 2012 term. Several AtD co-chairs, data liaisons and steering committee members are represented on the planning committee.

**Alliance for College Readiness: Tina Ballard (for Alison Douglas)**

- The College Alliance teams continue to meet monthly. The Math team is working on developing a high school course for seniors to help refresh math skills. The Reading team is working to develop a survey for K-16 instructors to identify what reading skills are needed for each area and what the needs are for content area teachers. The goal is to take the information from the survey and develop professional development opportunities for teachers. The Science/STEM team will be bringing in a speaker for their December meeting. The Writing team is working to develop a workshop for high school seniors that will help them understand what the placement test is and what they can do to be successful on it. We have a wonderful group of faculty involved, but would love to have others join us. Please contact Tina Ballard if you are interested in joining our team meetings!

**Amendments: Dan Kocher**

- No report.
- Will try to have something prepared by Opening Day since there were items that were tabled.

**Assessment Committee: Eric Long**

- No report.

**BOT Finance Committee: Linda Hefferin**

- No report.

**CETL Workshops: Carlen Vire-Smith**

**Using Google Tools**

- Presenters: Christian Zehelein / Tammy Ray
- CFD 210-301 Wednesday, November 30, 2011, 6:00 p.m. – 8:00 p.m. (ICT 128)

**Faculty Success Series – Session #6 How Reflection Can Enhance the Art of Teaching**

- Presenters: Glenn Earl, Polly Nash, and Kim Tarver
- CFD 501-308 Friday, December 2, 2011, 9 a.m. - Noon (Room change to SRC 320)
- \* A continental breakfast provided
- **Please register for the above CETL workshops via AccessECC ([www.elgin.edu/accessecc](http://www.elgin.edu/accessecc) )**
- **D2L OPEN LAB (\* No Reservation Required)**
- Have a question or need help with setting up your course in D2L? Stop by to get one-on-one assistance (w/ Tammy Ray)
  - Friday, December 9, 2011, 9:00 a.m. – Noon (ICT 202)

**Communication Liaison: Gary Christenson**

- No report.

**COPE: Ron Kowalczyk**

- No report
- Second letter sent in regards to donation money that needs to be returned.

**Curriculum: Joe Rosenfeld**

- No report

**Distance Learning: Billie Barnett**

SAVE THE DATE!

- Friday, March 2, 2012 Distance Learning Conference:
- "Enriching Learning Environments with Technology"
- 8:00 A.M. – 2:30 P.M. – UBC
- We Need Your Proposal and Your Support!
- Questions? Contact Billie Barnett, [bbarnett@elgin.edu](mailto:bbarnett@elgin.edu), 847-214-7945

**Elections: Bill Demaree**

- No report.

**Equity Action: George Rosa & Sandi Brown**

- Our October 28<sup>th</sup> "Importance of Cultural Competency at ECC" session was a success, our November 18<sup>th</sup> session was FULL however, there is still an opportunity to join us on Friday, December 2<sup>nd</sup> for the last workshop this year (2011). We will begin offering more sessions after the New Year for anyone that has not been able to attend the previous workshops. For more details about the December 2<sup>nd</sup> workshop, please contact George or Sandi. **Registration email: [ECCEquityAction@elgin.edu](mailto:ECCEquityAction@elgin.edu)**

**Faculty Development: Beth Santell**

- Progress is being made on the Faculty Development Handbook. We hope to have it to Dr. Sam by mid-December.

**FAVs Rick Bonnom**

- No report

**GIST David Burke**

- No report.

**Grievance: Howard Russo & Susan Ford**

- No report

**Honors: Johanna Cummings**

- The Honors Committee is currently accepting proposals for new courses for fall 2012. We are also drafting a five-year plan, and we are formalizing our bylaws/rules for operation. Our next meeting is December 12 at 3 p.m.

**Humanities Center: David Burke**

- No report.

### **IFT Community College Council Susan Ford, ECCFA representative**

- The CCC met on November 18 and 19 in Oakbrook and Westmont for a series of meetings as part of the IFT Higher Education Constituency Council. During the various meetings, two principle topics of concern were discussed.
- SB 512—the bill in the Illinois senate that would significantly alter our SURS pension plan payments and benefits. And, most importantly, the provisions in it will not eliminate the funding problem.
- So far the bill has not been called for a vote by the General Assembly because there is not enough support to pass it—elections are coming. Governor Quinn will not sign a bill that is unconstitutional.
- The IFT believes that the mobilization of members, their families and friends, through phone calls and emails to our representatives in Springfield played a major role in the fact that it was not called for a vote in the recent Veto Session. Our leadership warns that this fight is not over. We shall be called upon again to remind our state representatives that this bill does not present a fair and reasonable plan to solve the pension issue.
- They were also urging those present to come up with ideas we can offer to the state rather than continuing to “just say no” to various proposals from lawmakers and business groups. This received a mixed response from those present. Many believe we should just say no because the financial difficulties the state is having is not of our doing. Others did have ideas that may “fix” the problem, for example modifying the RAMP formula, but those ideas are summarily rejected by primarily Republican lawmakers.
- Talks continue and information will be posted on Leadernet (IFT Website) and through our email.
- The second issue is Performance Based Funding—retention and completion percentages will/may affect state funding to colleges and universities. So far, no actual funding, or lack thereof, has been tied to this new law--yet. A committee of IBHE has been working on principles and metrics to present to the legislature to implement the new law.

### ***Illinois Community College System***

#### ***Performance Based Funding***

##### ***Principles and Metrics***

- The Illinois community college system has adopted five guiding principles for performance based funding.
  - Performance based funding is not about money, but about performance. However, performance based funding, when tried in other states, has been most successful when the state added funding to the budget for performance incentives. All higher education leaders are pledged to the success of performance based funding; and therefore, the needed new funds must be added to the FY2013 budget.
  - Universities and community college should have separate funding and metrics for the performance initiative. Dr. George Reid has stated at many public meetings that performance funding would recognize the different missions of Illinois’ four-year universities, research universities, and two-year public community colleges.
  - Community colleges should not compete against each other for their performance based funds. The 39 community colleges differ widely in available resources per student, diversity, and student academic preparedness prior to enrollment, as well as in the characteristics, socio-economic status, and labor markets of the districts they serve.
  - To determine performance within specific metrics, each district will be measured against changes from year to year to establish district performance. That performance increase or decrease should not be compared to other districts statewide to allocate funds. Performance based funding is about enhancing the performance of each college.
  - If no new state funds are appropriated for performance, the community college system believes that performance metrics should be implemented without financial impact.
- The six community college performance measures are:
  - **Degree and Certificate Completion:** Students completing a degree or certificate.
  - **Degree and Certificate Completion of “At Risk” students:** The community college system, for this metric, is defining “At risk” students as those who are academically or financially at risk of not achieving their educational goals. The metric will measure student completion for students receiving a Pell grant and/or students who were enrolled in remedial education.
  - **Transfer to a four year institution:** Full-time and part-time students who transfer to another institution of higher education within three years for full-time students and five years for part-time students.

- **Remedial and Adult Education Advancement:** Remedial students who advance to college-level courses and adult education students who advance to remedial or college-level courses.
- **Momentum Points:** First-time/part-time students completing 12 credit hours, first-time/full-time students completing 24 hours in the first year, and adult education students moving a “grade” level based on pre- and post-test performance. For purposes of this metric, completion of remedial courses is included and adult education grade levels are based on NRS standards.
- The IFT, and those present at the meetings, noted that quite a few variables are not addressed in the above document all of which would skew the data collected for measurement—student intent/goal, broader demographic for ethnicity and “at risk” students, traditional students (recent high school graduates) vs returning adult students (25 and older), first generation and ESL students, university transfer students in the summer—and there is no measure of student satisfaction. Such measurements must accurately reflect the mission and culture of each institution. Ultimately, it is another unfunded mandate that drains college resources with no promise of remuneration.

**Insurance**

**Lynn Ducar & Vicki Walker**

- No report.
- Meeting was cancelled and rescheduled.

**Learning Communities (Steering) Colleen Stribling**

- The steering committee met on November 15<sup>th</sup>. The committee discussed a number of professional development opportunities including Delta College’s online graduate course on Learning Community Pedagogy. A sub-committee has been established to create a handbook for new instructors. New teams will work through this material at a workshop at the start of the spring semester.
- A meeting is set for December 7<sup>th</sup> for all instructors who have participated in a learning community in the fall semester. This meeting will give instructors an opportunity to reflect on the semester and to share their results. The meeting will also highlight further professional development opportunities.
- **The deadline for fall proposals for new learning communities is December 16<sup>th</sup>.** For a listing of pairings, see [www.elgin.edu/learningcommunity](http://www.elgin.edu/learningcommunity).

**MAGIC:**

**Kim Tarver & Clark Hallpike**

- No report

**Membership:**

**Connie Orbeta**

**Full time faculty 100%**

143 Members (18 non-members)

212 eligible

**INAs**

14

3 Members

**Total signed members 426**

(Spring 2011 – 430 members)

Total 527 - Faculty eligible

143 eligible

**UA1s 52%** (Spring 2011 - 61%)

89 Members

(83 non-members)

172 eligible

**UA2s 91%** (Spring 2011 - 89%)

194 Members

**Negotiations:** Luis Martinez

- No report.

**Scholarship:** Bev Augustine

- No report.

**Sentinel:** Bill Demaree

**Sentinel Dates for 2011-2012**

Due Date	Publication Date
Fri., 9 Dec. 2011	Tues., 13 Dec. 2011
Mon., 13 Feb. 2012	Wed., 15 Feb. 2012
Mon., 12 March 2012	Thurs., 15 March 2012
Thurs., 12 April 2012	Mon., 16 April 2012
Thurs., 10 May 2012	Mon., 14 May 2012

**Sick Bank:** Ellie Swanson

- No report

**Social Media** Jessica Carpenter

- No report

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

- No report

**Webmaster:** Tammy Ray

- No report.

**Working Relations Task Force** Mary Arndt, Elizabeth Becker, John Slawson, Rachael Tecza

- Arndt said the task force was going to leave out one section of the report, but she thought all results would be presented to faculty on Opening Day.
- Dye questioned whether the people to present the information to the Board should be from the Senate or if volunteers should be asked on Opening Day.
- Arndt said that faculty should have an opportunity to participate. She said it is important that everyone is clear on what the tasks will be.
- Dye said that when John Dalton spoke with the Senate, he brought up a lot of issues, and we had a good dialogue. She wondered if other board members would be that forthcoming.
- Arndt said it seems like the report is more of an open-ended thing that includes how people feel.
- Dye suggested that we might want to limit the number of people who represent the ECCFA so that the board doesn't feel overwhelmed. She suggested no more than 10 people to present the report.
- Lawrence asked if there would be that many people who would go.
- Arndt said that on the surveys about 75 percent of people said they were interested in being present when the information was presented.
- Rezac said the dialogue needs to be small.
- Arndt said we need people who will be effective and not combative.
- Carpenter said we want to make sure that whomever the representatives are, we need to make sure they are representing the opinions of all the faculty and not personal opinions.
- Arndt said that the survey results could be shown to those who attend the meeting. She said it would be helpful for those representing the faculty at this meeting to read the words of their colleagues.



- Dye said there would need to be a prep meeting in order for the representatives to get and understand the survey information.
- Arndt said those on the task force were pretty passionate about what was going on. She thought the members of the task force would be willing to be there.
- Dye said with the five people who were already in on the task force, there are five other slots for other ECCFA members. She asked Arndt to check with the original members of the task force to see if they are interested. She asked Senators to think about it and talk with constituents. A decision will be made at the last Senate meeting of the semester.

## Special Orders

### ***Approval of committee members (could be treated as Consent Agenda)***

- **FT Math Search Committee (James McGee, Chair):** Lauren Anderko; Nicole Scherger, Naima Bahaji; Abraham Martinez-Cruz (MAGIC rep)
  - Lawrence moved to approve the above item. Hutman seconded. Approved.
- **Election of new ECCFA Secretary**
  - Due to other professional obligations, Clark reported that she needed to resign from being ECCFA secretary after the fall 2011 semester.
  - Within the Senate, there was no one who was willing to volunteer to take over this office for the spring semester.
  - Kocher said that the Secretary and Treasurer can be appointed by the ECCFA president. Those roles do not have to be filled by Senators.
  - Clark said that if no one else could be found, she would continue through the spring, but once her term was done, she will no longer fill this role.

## COPE

- Russo requested that the Senate adjourn to COPE. O'Brien seconded. Adjourned to COPE at 3:45 pm.
- Russo recommended endorsing John Dalton for the judgeship he is running for in Kane County. If he wins, we get a supportive judge. If he loses, we have a board member who is friendly. Hutman seconded.
- Carpenter said she spoke with Dalton after the Senate meeting he attended. She said she was struck by the fact that he was listening and remembered the questions that had been asked.
- Russo said he did respond to the questions about the Art labs and gave the board members' impressions. Dalton asked for comments from Russo that he will take back to the board.
  - Motion approved.
- Dye said she will have Ron Kowalczyk convey this information to Dalton.
- Russo moved to adjourn from COPE. Luptak seconded. Regular Senate meeting resumed at 3:48 pm.

## Old Business

### ***Abbreviated Senate Minutes issue (Sarah Dye)***

- Hutman moved to rescind the motion of sending out two sets of a minutes, an abbreviated version to be published and a transcript version to be sent just to Senators. Bonnom seconded.
- Russo said that Senators just need to be careful of what they say.
- Dye reminded Senators that they can always request something to be "off the record." She said Senators can govern themselves.
- Rezac said that if this motion passes, he would ask that the Senate please consider posting the minutes as a pdf file that is members-only. He said the Senate minutes are for ECCFA members, not the whole world. He

expressed concerns over some of the things that were made public, through the Senate minutes, during negotiations.

- Dye said we have more than 25 years worth of minutes that are public.
- Brynelsen said she understood what Rezac was saying. She said that if there is something that needs to remain confidential, we can go into a closed session, where the information from that session is not made public.
- Arndt said that having the minutes public is part of communicating our reports.
- Hefferin said that a lot of times we don't have to put anything on the web for everyone on campus to know about it through word-of-mouth. She said there is not complete confidentiality.
  - The motion to rescind the abbreviated minutes approved, with one nay vote.

***Update on Tenure & Evaluation Handbook Committee Negotiation (Gary Norden, Dave Zacker, Luis Martinez)***  
***Distribution of contracts (Sarah Dye)***

- Norden said the committee had gotten an extension on the due date.
- He said there is the need to clarify certain dates in regards to the tenure process. He said that October 1 and March 1 is the deadline for notification of non-renewal for a faculty member, yet the last evaluation can be after that date. He asked if that date could be moved so that the observation is before October 1 or March 1. There have been concerns expressed about whether or not this could be a potential grievance issue.
- Russo said that he hoped if someone is not getting renewal, the dean and committee would have met before then.
- Dye said that oftentimes, the instructors really want feedback during that last observation. She said that in the case of non-renewal, the committee has to build a case over the three years.
- Hutman said that there might be some issues with those dates and observations occurring after the deadline.
- Norden asked if there was any history as to why dates are the way they are?
- Dye said the dates were established to try and get the observations in and give people enough time to schedule and accommodate people to get it done. A lot of people don't want to have an observation too early in the semester because they want to establish a rapport with their students first.
- Hutman said if the dates are made earlier, there will be problems because some instructors teach in the same sequence. If the observations are limited to the first six weeks, the instructor is going to teach the same lesson over and over and have no variety or flexibility.
- Rezac said if everything has to be wrapped up by those dates, with evaluating the portfolio and the post-conference, it's going to be very difficult to get done.
- Hutman said another issue is getting the videographer scheduled.
- Rezac said that, logistically, he doesn't think all of that can be done in the first six weeks of the semester.
- Hutman said we could just change the deadlines for the last semester of tenure and keep the deadlines the same for the rest of the process.
- Norden said it was a question of the administration side.
- Russo said he had never been in an instance where a decision had to be defended.
- Norden said if it works well, then we should leave it alone.
- Dye said there is an anomaly connected to it. She recommended that the committee stand firm with the schedule.

***Distribution of contracts—***

- The list of those who need contracts was sent around to the Senators. Dye asked Senators to cross off the names of those who have received contracts.
- Dye asked how hard it would be to put together the UAF1 constituency list because she doesn't mind working on it.
- Kocher said that typically it is done departmentally or by the proximity of the buildings.
- Dye said she will work on it.

### ***ECCFA annual NIFB Drive for December (Rick Bonnom)***

- Bonnom reported that the bins for the food drive have been placed. There are signs that say the food drive is sponsored by ECCFA and Spartan Christian Fellowship (SCF). He said the signs are a little misleading because SCF just helps out; the food drive is sponsored solely by the ECCFA. He said that Hutman had made some new signs that clarified sponsorship.
- Bonnom said he will send out an email about the food drive and to remind people about volunteering for the food bank.
- Russo said he will monitor the food bin in VPAC; Demaree said he will monitor the bin in lower SRC by the gallery; Ross will check bin by the cafeteria; Clark will check the bin in MSC.
- Dye asked Senators to email their constituents about contributing to the food bank.
- Kocher asked if cash would be accepted.
- Bonnom said checks or cash would be accepted.

### ***End of the Semester Party (Armando Trejo & Susan Ford)***

- Dye said she will call Susan Ford to see if there is an update on the end-of-semester party.
- Russo said he saw no problem in inviting administrators and board members.
- Luptak said we need to bury the hatchet at some point; it would be good if we took the first step.
- Dye said she will ask Rose DiGerlando and Dr. Sam to contribute \$250 each.
- Russo moved to approve \$500 be spent for the party. Luptak seconded. Approved.
- Administrators and support staff will be invited.

### ***Faculty IDs***

- Hutman asked if there had been any word about faculty IDs.
- Dye said the president has assigned this to the new HR director. There is no information about how long it will take.

## **New Business**

### ***Report on 457b meeting with HRon 11/30/11 (Clark Hallpike & Howard Russo)***

- Russo sent around a sample letter about 457b plans. Russo said he and Hallpike had asked some hard questions at the recent meeting about this.
- At the meeting, administrators said that the 457b program would be rolling out on May 1, 2012. Russo said ,contractually, the administration has to give us a 457b plan. He said we are in our sixth year since the 457b was put into the contract, and we still have no plan. Russo said they will probably grieve it because the administration is obligated to offer this plan. He said that after May 1, we could impose monthly fines for not having it. The administration has had 5 ½ years to put the plan into action. We need to make sure they follow-through. He said this is a big issue with faculty because about 30 members will be maxed out on their 403b this year.
- Russo said this will be brought to grievance next week, and a formal grievance will be written up. it will be filed now, since the plan was supposed to be ready in January. He said the comment from administrators was they didn't have adequate staff in HR.
- Russo and Hallpike will continue to serve on this committee.

### ***Closed session***

- Arndt moved to go into closed session. Turner seconded. Meeting adjourned to closed session at 4:26 pm.
- Open session resumed at 4:33 pm.

## **New Construction**

- Hutman said there is beginning to be an issue with the lack of bulletin boards after construction. She said there is no opportunity for student groups to post things because they can't tape things to the walls and because there are very few bulletin boards around campus. All of the bulletin boards that were originally by the cafeteria are gone. She said she understood that with construction, people wanted buildings to look pristine, but that's not a college. We need bulletin boards.
- Dye said she will check into this issue.

## **Division Issues**

### **Adjournment:**

- **Russo moved to adjourn the November 30, 2011 meeting. O'brien seconded. November 30, 2011 meeting adjourned at 4:35 pm.**

**Respectfully submitted by Lori Clark, ECCFA Secretary**