



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



ECCFA Senate Meeting Minutes
Wednesday, May 2, 2012

Sarah Dye, Presiding	Guests: William Demaree, Jessica Carpenter
Pat O'Brien	
Lucinda Hutman	Dave Lawrence
Luis Martinez	Michele Brynelsen
Howard Russo	Joel Peck
Kimberly Tarver	William Demaree
Bodie Ulysse	Dave Reich
Marcia Luptak (Sue Ford sitting in)	
Gary Norden	John Mravik
Julie Roth	Armando Trejo
Cassandra Wilson	Glenn Turner
Rick Bonnom	Dan Kocher
Joyce Ross	Chad Pearion
Loretta McCallister	Len Fitzpatrick
Mary Elfring	

Absent: Linda Hefferin, Marcia Lupak (left early),

Minutes from April 18th has a room number error SRC 201 should be 301.

Minutes approved with Howard Russo, Gary Norden, and Julie Roth abstaining.

Call to Order: Sarah Dye

Recognition of Visitors & Guests: Sarah Dye

Secretary's Report: Lori Clark
(April 18, 2012 Senate meeting minutes)

Treasurer's Report: Linda Hefferin

No questions on the treasurer's report.

President's Report: Sarah Dye

ECCFA office will keep the same keys. Let Luis Martinez know if any additional keys are needed.

Furnishings are not finalized. It should be ready in mid-May. There is no definite deadline at the moment for the current ECCFA office.

No response yet from College of DuPage- The ECCFA has sent a letter of support. The ECC administration is in the process of re-creating an emergency response committee to address issues related to the most recent tornado drill.

Committee Reports:

<p>Board of Trustees (BOT) Finance Committee</p> <p>The committee meets in a couple of weeks.</p>	<p>Linda Hefferin</p>
<p>Faculty Association Volunteers (FAV)</p> <p>PBJ event may happen in the summer or fall. There were logistical problems and too many things happening at the same time.</p> <p>Operation Backpack occurs in August; something will probably go out about that this week or next week. ECCFA usually helps with that although last time it was not an official project of the ECCFA.</p>	<p>Rick Bonnom</p>
<p>Grievance</p> <p>Happily, nothing to report.</p>	<p>Howard Russo & Sue Ford</p>
<p>Insurance</p> <p>The first meeting was held with the new benefits director and the new HR director. We don't have health insurance bids yet but anticipate new options. Insurance will happen at the end of May or in June.</p> <p>There are people signed up for the 457b option.</p> <p>Delta Dental for adjuncts/part time currently has 2 people enrolled. Spread the word about this benefit if you have an opportunity!</p> <p>The ECCFA has requested HR to consider a TeleDoctor type program (a call in service for prescriptions and such for adjunct/part time).</p>	<p>Lynn Ducar</p>

<p>EAP program: CompPsych will now be Bensinger. It's a little less expensive and has better benefits. HR is NOT notified about who is using this program (there is a feeling that it is underutilized because employees don't want to be on the record). Glenn Turner mentioned that the service does provide good referrals. This service can also be used if you need referrals for family reasons (children/parents/etc.). It was discussed that employees may not be aware of this benefit and a new flyer for the change in company needs to be distributed.</p>	
<p>Negotiations</p> <p>All ECCFA members are encouraged to make sure their personal (non-work) details are registered with IFT. There appear to be some issues with IFT not having name information, particularly for UAF-1, which may create registration issues for that group. This is being reviewed by Connie Orbeta</p>	<p>Luis Martinez</p>
<p>Scholarship</p> <p>This year's winners are in process.</p>	<p>Beverly Augustine</p>

Special Orders

- William Demaree: We need to authorize the destruction of the ballots from the election following acceptance of spring elections. (Consider as consent item with spring election acceptance.)
- Howard Russo moved; Pat O'Brien seconded to treat Spring Election results as a consent agenda. No opposition, the motion carried.
- There are some open positions; the list of those will be provided to Luis Martinez for opening day to be filled.
- ULI Great Lakes- one application received from Kimberly Tarver. Howard Russo moved; Glenn Turner seconded. No opposition, the motion carried.
- Luis Martinez is now presiding as the election results were approved.
- Luis Martinez thanked everyone for their work, especially William Demaree who coordinated the elections and served as The Sentinel editor, and Sarah Dye for heading the ECCFA for four years. Gifts ensued.
- Sarah Dye talked about the challenging but incredible experience of heading the ECCFA. She hopes that the ECCFA will continue to have supportive relationships with the administration and staff that support us. She reminded the group of the seriousness of serving your constituents and getting as many people as possible involved with and informed of the business of the ECCFA. She

thanked everyone for the experiences she has had and looks forward to lending that experience to the college and the ECCFA in the future.

- **ELECTION OF SENATE OFFICERS:**

- First Vice President: Nomination of Howard Russo by Armando Trejo, seconded by Cindy Hutman. Move to close nominations by Sue Ford (for Marcia Luptak) seconded by Rick Bonnom. None opposed. Congratulations to Howard Russo who was elected to the 1st vice president.
- Second Vice President: Nomination of Marcia Luptak by Dan Kocher, seconded by Rick Bonnom. Move to close nominations by Howard Russo, seconded by Pat O'Brien. None opposed. Congratulations to Marcia Luptak who was elected to 2nd vice president.
- Third VP: Nomination of Cassandra Watson by Chad Pearion, seconded by Pat O'Brien. Move to close nominations by Howard Russo, seconded by Pat O'Brien. None opposed. Congratulations to Cassandra Watson who was elected to 3rd vice president.
- Secretary: Nomination of Kimberly Tarver by Michelle Brynelsen, seconded by Glenn Turner. Move to close nominations by Sue Ford, seconded by Pat O'Brien. None opposed. Congratulations to Kimberly Tarver who was elected to secretary.
- Treasurer: Nomination of Linda Hefferin by Howard Russo, seconded by Pat O'Brien. Move to close nominations. None opposed. Congratulations to Linda Hefferin who was re-elected to treasurer.
- Congratulations to all new ECCFA officers!

- **Appointed positions-** Howard Russo moved to consider the appointments as a consent agenda. None opposed. Motion carried. Congratulations to the following appointees-

- Ron Kowalczyk will continue to chair COPE.
- Amendments Committee- This committee will need a new chairperson; appointment pending.
- Lori Clark will assume the role of The Sentinel editor.
- Jessica Carpenter will continue as Social Media Coordinator.
- Tammy Ray will continue as Web Master.
- Membership Coordinator is currently Connie Orbeta.
- Rick Bonnom will continue as volunteer coordinator.
- William Demaree and Sarah Dye will serve as co-chairperson of Elections Committee. Committee members are being considered.

Dave Reich agreed to serve as the snack coordinator, starting in the fall. Motion made by Howard Russo, seconded by Rick Bonnom. None opposed. Approved.

Cindy Hutman moved to adjourn to COPE. Pat O'Brien seconded. None opposed. Approved.

- AFT conference in Detroit; 4 members interested in attending – Luis Martinez, Linda Hefferin, Howard Russo, and Gary Norden. Given political aspects of conference, it was determined that COPE funds in the amount of \$2000.00 may be allocated for membership attendance. The ECCFA budget will cover the remaining \$2500.00. Total expenses equal \$4500.00

Cindy Hutman moved that COPE direct \$2000.00 to the ECCFA for the AFT Conference. Dan Kocher seconded. Sue Ford opposed. The motion carried.

Cassandra Watson moved to adjourn from COPE, second by Pat O'Brien. None opposed.

Old Business

Cindy Hutman moved that Luis Martinez, Linda Hefferin, Howard Russo, and Gary Norden attend the AFT convention with the ECCFA to allocate \$2500.00 for expenses. Pat O'Brien seconded. None opposed.

Motion to change order of agenda by Pat O'Brien, seconded by Cindy Hutman. None opposed. Order changed.

NEW BUSINESS

Cassandra Watson asked a question about next semester scheduling of current UA1 who will be moving to UA2. Are they considered by current status or their anticipated status?

Cindy Hutman responded that since they become UA2s at the end of the semester as per the contract, they are assigned based on the new status.

Sue Ford clarified that for anticipated UA1 this is not the case- they are not UA1s until they are teaching that third semester.

Cassandra Watson asked about working 2 semesters ahead. Sue Ford said the coordinators all receive a list of who will be moving to UA2 and that is considered in the assignment process.

Cindy Hutman moved to return to old business, Pat O'Brien seconded. None opposed.

OLD BUSINESS

Discussion regarding the end of the semester party at Carmina's on a Friday at 4pm. Follow up and invitations to be sent out.

Faculty Evaluation Handbook

Forms reflecting proposed changes and/or revisions to the faculty evaluation handbook and classroom observation forms were distributed and summarized.

- Some of the changes are language based.
- The “Neutral” categories have been eliminated.
- The form for librarians was a cumulative effort of administration and librarian faculty.

There was discussion of another form that would have assessed other aspects of the library, but in the end it was not included due to concerns. Luis Martinez mentioned how well the creation of the new librarian form went once the librarians and administration got together.

- Everyone agreed that the current form does not adequately assess online instruction and that a different form should be created. Due to time constraints, the online instruction evaluation is currently still part of the general evaluation form, but in the future the goal is to develop this as a different and separate form.
- All the self-assessment changes involved adding the job descriptions from the contract to the form.
- There is a new form for UA1 self-assessment.
- The goal is to submit these forms at the June Board of Trustees meeting. Timing is such that no changes will be implemented this year regarding self-assessments. All faculty will use current forms for this year. UAF1 will not be required to complete a self-assessment this year.
- Dave Lawrence moved to approve the proposed changes. Pat O’Brien seconded
- Discussion: Bodie Ulysse raised a question about implementation; Sue Ford, Sarah Dye, and others clarified that the administration be made aware that no groups will have the time to use these new forms this year with notification timing as the primary issue. Jessica Carpenter mentioned that some faculty will already have completed and handed in the self-assessment previous to the new forms being approved (much less notification, etc.). Luis Martinez said annual self-assessment forms may be submitted as early as May 15.

The question was called. No opposition. Approved.

NEW BUSINESS

ECCFA Picnic plans were discussed. This year the plan is to have it catered (details are in the agenda). Guests and children over the age of two are invited with a co-pay. A request for \$300 seed money was made. Dave Lawrence moved, Dan Kocher seconded. None opposed. Approved.

DIVISION ISSUES

Bldg A Room 224 – the lock has been repeatedly disabled. The police department was called in and there are now security cameras in Building A. This investigation is ongoing.

Howard Russo moved to Adjourn, Glenn Turner seconded, none opposed. The meeting adjourned at 4:20 PM.

ADDENDUM:

Luis Martinez proposed a change of date for the “End of the Semester Party” via e-mail. A motion was made electronically to approve changing the date for the end of the semester party from May 10 to May 17 at Carminas, starting at 4:30 pm by Michele Brynensen and seconded by Joyce Ross. Discussion included providing rationale (timing of the invitation), impact on availability of adjunct faculty, and conflict with Student Life Leadership Banquet. The question was called, voting was done electronically by e-mail and the motion passed.