



ECCFA Senate Meeting Minutes
Wednesday, October 17, 2012
3:00 PM – 5:00 PM
Room C-120

Call to Order: The meeting was called to order by Luis Martinez at 3:07 p.m.

Roll Call-

Present- Rick Bonnom, Michele Brynelsen, Lori Clark, Linda Hefferin, Cindy Hutman, Dan Kocher, David Lawrence, Marcia Luptak, Tim Marquez, Luis Martinez, Loretta McCallister, John Mravik, Pat O'Brien, Mary O'Sullivan, Chad Pearion, Miroslav Rezac, Joyce Ross, Julie Roth, Hoard Russo, Kimberly Tarver, Armando Trejo, Cassandra Watson, Jessica Carpenter

Absent- Gary Norden, Joel Peck, David Reich, Cathy Tomasik, Glenn Turner

Recognition of Visitors & Guests- International exchange guests, Irmgardis Nijman and Birgitt Nunning, visiting faculty from the Netherlands.

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

Secretary's Report: Kimberly Tarver

It was moved by Dan Kocher and seconded by Miroslav Rezac to accept the minutes. Pat O'Brien abstained. The motion passed.

Treasurer's Report: Linda Hefferin

The report was accepted by the senate.

President's Report: Luis Martinez

- Armando Trejo, Howard Russo, and Luis Martinez attended the AFL-CIO convention in Rosemont where they heard local, state, and national leaders address issues regarding anti-union efforts; increased incidence of strikes in the Greater Chicago-land area with the majority receiving community support.
- In a meeting with Dr. Sam, there was some discussion regarding the consultant's report of the counseling and transfer center. The senate raised questions regarding remarks that the contract is a barrier, the impact of restructuring on future contract negotiations, and the impact on union representation of counselors and other members of the bargaining unit. Linda Hefferin is planning to attend the Student Success Infrastructure meeting on Thursday, October 18.

1st Vice President's Report Howard Russo

- In a meeting with VP Rose DiGerlando, we requested access to the database of committees. She responded that Sarah Dye created and maintained the database. How to go about accessing the database remains ambiguous. She suggested that committees do not have sufficient diversity. The senate discussed broadening the definition of diversity and expressed frustration with over-extending members from under-represented groups.

- Marcia Luptak and Cassandra Watson will review the Faculty Development Handbook regarding the April 15 due date for UA 1 & 2 faculty triennial, biennial, or annual self-assessments and exit interviews. There is some confusion if an observation occurs in the fall and how that impacts completion of the assessments.
- Howard Russo shared that VP Rose DiGerlando commented that things seemed odd.

2nd Vice President's Report Marcia Luptak

Refer to the written report submitted. There was a question about an email stating grades were due Monday, October 15. It was clarified that they are due on Monday, October 22.

3rd Vice President's Report Cassandra Watson

Remember to submit midterm grades.

Committee Reports

The Wellness Committee is working on a survey.

The Grievance Committee reported a grievance was filed relating to compensation for development of online courses and it was subsequently denied. It was moved by Miroslav Rezac and seconded by Marcia Luptak to approve up to \$1000 for legal fees in preparation for arbitration of the matter. A question was raised regarding the budget. The expense is covered by the Defense Fund. The question was called and the motion passed.

New Business

A motion was made by Pat O'Brien and seconded by Howard Russo to modify the agenda to address new business proposed by Rick Bonnom, then proceed to committee elections followed by new business. The motion passed. Rick Bonnom reported that the Northern Illinois Food Bank has an option to send e-cards and our participation will support Holiday Meal distribution to northern Illinois residents. The senate discussed confidentiality of e-mail addresses, and possibility of marketing ploy/fishing. Howard Russo commented this organization is well known and does good work. A motion was made by Howard Russo and seconded by Armando Trejo to approve electronic distribution of the e-mail to the ECCFA membership. The question was called with Miroslav Rezac and Joyce Ross opposing. The motion passed.

Elections & Committee Openings- Pat O'Brien moved and Miroslav Rezac seconded to approve Angela Ogburn, counselor to Curriculum Committee to replace Patti Jachowicz when she retires in December. The motion passed.

New Business

It was moved by Linda Hefferin and seconded by Miroslav Rezac to approve a \$100.00 donation to the Highland Park faculty who returned to work after a short strike. The motion passed.

There was discussion of job actions in Crystal Lake and Geneva.

It was moved by Marcia Luptak and seconded by David Lawrence to approve a \$100.00 donation to the Prairie Grove School District. The motion passed.

There was a question from Beverly Augustine regarding the scholarship and it appears that Sherry Laci was able to address the matter. The senate agreed that there needs to be follow up on revisions of the applicant criteria. The forms will be presented to the senate at a future meeting. It is anticipated that up to 4 scholarships will be awarded in the spring with 2 awards coming from the endowment and 2 awards coming from the ECCFA Budget. One suggestion was to award a student who will be continuing at ECC. Lori Clark requested 3 separate sources for the Observer. (It was determined that Kim Tarver, Clark Hallpike and Luis Martinez summarized their responses to reporter questions.) Linda Hefferin volunteered to be interviewed.

There was discussion about beginning negotiations early. While there has not been a formal request to start negotiations early, the senate discussed the following items:

- Elections will take place in April. Election results determine negotiation team members, senators and potentially the chief negotiator.
- The negotiation team will need time for training and preparation.
- There has been no official request to start early negotiations.

The ECCFA does not want to appear to be unwilling to participate and wishes to convey goodwill toward participation. Given the availability of information, expenses, election and training of team, and preparation, it is not clear what potential benefit exists and there is concern with the overall duration of negotiation process. The senate agrees that planning and communication with the membership would be of benefit. The senate is also mindful of the time commitment required by our negotiation team members. Finally, the ECCFA is in the midst of a midterm negotiation which will not likely be resolved until November. Senators are encouraged to discuss the matter and related concerns with their constituents.

ECC Foundation Caren Nicholson sent a thank you note to the ECCFA for reaching our \$10,000 milestone for endowment of the ECCFA student scholarship fund.

Happy Birthday to Cassandra Watson!

Dan Kocher proposed google forms for voting electronically. He will send all senators a form for senate e-mail voting to review for the management of routine items, non-controversial items, and items that do not require discussion. Parliamentary procedure allows a request without a second. Howard Russo moved, and Pat Obrien seconded approval for Dan to implement google voting. The motion passed.

Old Business

- Electronic Voting: Cindy Hutman has nominated Rachana Misraraj for the CETL Advisory Committee. Marta Walz has volunteered to serve on the GIST study abroad subcommittee. The motion to approve both candidates was made by Pat O'Brien and seconded by Julie Roth by e-mail. The motion passed by electronic vote.
- There is an opening for at least one person to serve on GIST curriculum sub-committee; they meet the 2nd Monday of the month at 3:00 and focus on curriculum infusion.
- Academic Calendar- the proposed changes impact 2012-13, 2013-14, and 2014-15. The changes were shared by Marcy Thompson. Upon review of the Spring 2015, it was observed that graduation occurs on Memorial Day weekend on a Saturday; there is a proposal to have 2 graduations on Saturdays to accommodate large numbers of graduates. Discussion included potential impact relating to local high school graduations. Feedback is due Wednesday November 1. Please look at the impact of the calendar dates on student success, courses and individual programs. Please submit comments to Kimberly Tarver for compilation to submit to Marcy Thompson.
- Report of Findings and Recommendations: Evaluation of Counseling/Transfer Center. (Refer to President's Report.)

Division Issues

- Nursing Program Director Search- Donna Boyce, interim director, had agreed to serve for 90 days which will end November 1. There is concern about the impact on the nursing department and the impact on accreditation status and compliance with the state practice act. An alternate solution being explored by administration is to shift responsibilities to faculty for additional compensation.

Other:

Luis Martinez reported that Johanna Cummings has resigned from the ECCFA effective immediately and has resigned as Director of the Honors Committee as well as Chair of the Honors Committee effective at the end of the 2012 fall semester. Following the last senate meeting, there were comments made to Luis by some senators that it appeared Johanna Cummings was mistreated at the October 3 meeting and that it was perceived as personal. Luis recognized the passion of faculty members present and he believes their intentions are good, however, if a faculty member comes to the senate, he stressed they should feel supported. He encouraged us to speak up and share our concerns. He cautioned that we consider how our words and our tone might be perceived. We do have a responsibility to protect the contract. Luis reported that he attempted to contact Johanna on multiple occasions in order to arrange a conversation following the October 3 meeting and such a meeting has not yet happened. A healthy discussion followed Luis' initial comments to the senate. It was stated that the senate should have thanked and acknowledged Johanna's efforts. A senate meeting can be an intimidating environment. There were concerns with the negative tone of the conversation with Johanna. We should also consider the impact of our silence and speak up when there is opportunity to intervene. Luis accepted responsibility for allowing the matter to get out of hand and encouraged us to look forward. Others stated that it is important to recognize the situation was handled inappropriately. The events immediately preceding the discussion may have had an impact on the emotion and the tone. There was also concern that our commitment to our own self-interests (of the ECCFA) do not cloud our commitment to student success. We need to be aware of how others might perceive us individually and collectively. We might also look at our processes to allow anticipation and preparation of hot topics.

Adjournment

It was moved by Pat O'Brien and seconded by Howard Russo to adjourn the meeting at 5:10 p.m.

Next Meeting: October 31, 3:00-5:00 PM, C-120

REPORTS

President's Report (Luis Martinez)

1st Vice President's Report (Howard Russo)

2nd Vice President's Report (Marcia Luptak)

1. A question was raised with regard committee service and payment. Under the contract, unit adjunct faculty is paid for service on college-wide committees. The contract does not include departmental committees or special ECCFA committees. If you are unsure whether a committee is considered a "paid" committee, please contact your Senator for clarification. Adjunct faculty serving on committees should submit the hours for these committees to their Dean. It is not necessary for adjunct faculty to get timesheets signed by the committee chairs.
2. Regarding office hours, it has been confirmed that the minimum time block for office hours is 15 minutes. However, while faculty can hold office hours at a location other than his/her office, it has been agreed that if there is only a 15-minute break between classes, this cannot be counted as office hours.
3. The Faculty Development Committee is hosting workshops for adjuncts on Monday, October 22 from 4-6:00 p.m. or Thursday, October 25 from 3-5 p.m. in the Library, Room C-122. You do not have to attend the whole time. Please come late/ leave early if you need to. We will try to address all questions of anyone who attends. Please RSVP to Beth Santell bsantell@elgin.edu or Marcia Luptak mluptak@elgin.edu by October 19 so that we will have enough materials for everyone attending. However, walk-ins will not be turned away.
4. Please read the article on Salary Lane Movement in the Sentinel. This is an important benefit that many unit adjuncts are not aware of.
5. Don't forget to submit your midterm grades! Many midterm dates are this week and midterm grades are due the following Monday. The procedure for midterm dates can be found at: (<http://elgin.edu/faculty.aspx?id=5988&terms=midterm%20due%20dates>).

3rd Vice President's Report (Cassandra Watson)

Sentinel (Lori Clark)

Publication Dates & Submission Deadlines

November 12—deadline on November 8

December 10—deadline on December 6

WELLNESS COMMITTEE MEETING REPORT (Tara Lezczewicz)

Emails circulated working on development of Wellness Survey to assist committee in meeting employee needs regarding wellness. Next meeting, Friday, October 26, 2012 8:30-9:30am B205.1

ECCFA Important Dates for 2012-2013

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