



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



ECCFA Senate Meeting Minutes
Wednesday, December 12, 2012
3:00 PM – 5:00 PM
Room C-120

Call to Order: Luis Martinez

The meeting was called to order at 3:07 PM.

Attendance- 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, Gary Norden, Pat O'Brien, Chad Pearion, Joel Peck, David Reich, Joyce Ross, Julie Roth, Hoard Russo, Kimberly Tarver, Baudelaire Ulysse, Cassandra Watson, Jessica Carpenter
Absent- Mary O'Sullivan, Miroslav Rezac, Cathy Tomasik, Glenn Turner

Recognition of Visitors & Guests

Clark Hallpike, Business Faculty

Nadia Daley, candidate for Board of Trustees, will arrive later. It was stated that another BOT candidate, Alias Palacios is distributing a signature petition. Linda Hefferin share that Dr. Ollayos is planning to run again and is seeking faculty support. Linda will extend an invitation to her to attend a future ECCFA meeting.

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

Secretary's Report: Kimberly Tarver

Pat O'Brien moved to accept the minutes. It was seconded by Marcia Luptak; requested correction to change Hoard to Howard. The motion passed with Armando Trejo and Tim Marquez abstaining.

Treasurer's Report: Linda Hefferin

Treasurer Report- The ECCFA will make the \$500 donation as committed to match donations up to that total amount. We are still collecting donations. Regarding the \$300 approval for Carpentersville Teacher's Union, Linda will send a check. There was a question regarding process for email voting. The voting was done by email and not via the new process. If you have not voted, please do so. Howard moved that we follow the president's lead on any voting processes. Efforts to implement the new electronic voting process will be made. The Treasurer's report was accepted.

President's Report: Luis Martinez

Extra-Contractual negotiations appear to be finished; there is an agreement. In total, it took one full year to complete the extra-contractual negotiation.
New legislation in Springfield threatens the Pension system. The IFT is organizing transportation for folks to participate with rallies in Springfield. Please consider attending in early January.

Joyce Fountain agreed to serve as chair of COPE. Thank you very much Joyce! Please extend your full support to Joyce.

Regarding the ECCFA Luncheon on opening day- we met with Marcy Thompson and SECCA representatives. We were given one hour and we argued for 1 ½ hours which was granted. Vicki Bethke from SECCA was supportive.

1st Vice President's Report Howard Russo

Grades are due December 17 at 8 am.

Negotiations- as Luis stated, we have an agreement.

Student Success Infrastructure-any faculty members who have been meeting will not be retroactively compensated. Compensation will not begin until it is approved by the Board of Trustees.

2nd Vice President's Report Marcia Luptak

At last FDC meeting- there is a new policy for meal reimbursement; refer to the Sentinel for details. The form will need to be revised to accommodate the new meal reimbursement policy. The committee did correct some of the forms that were submitted but the committee does not want to be responsible for correcting submissions. There is also a new mileage regulation. Submission due dates are being strictly observed. Forms must be time stamped or they are not considered. Forms must be correct; handwritten forms and incorrect forms will be returned.

3rd Vice President's Report Cassandra Watson

Executive Committee Report-

The committee agreed to request that the Senate receive a midterm and final report each semester from each committee. Committees are welcome to submit additional updates as needed.

Committee Reports (Refer to written committee reports below.)

Verbal Reports-

SLAAC- Dave Lawrence reported that the bylaws were approved at their most recent meeting.

Insurance- Luis Martinez reported for Janet Whitsitt. Information on the impact of the Affordable Care Act was shared by Lundstrom Insurance. Luis will share copies of the PowerPoint with the Senate and he will forward that information to Al Szabo.

Grievance- A back pay issue related to online courses was settled. There is a current CETL issue as CETL courses are being included as "Load". There is also discussion of continuing education courses as potential load.

COPE

Linda Hefferin moved to adjourn to COPE. Pat O'Brien seconded. The motion passed.

Old Business

- Howard Russo made a motion by electronic mail to support district 200 strike in the amount of \$300.00 to help defray strike expenses. (District 200 is a feeder district into the Elgin Community College district 509.) The motion was seconded by e-mail by Chad Pearion. The motion was approved.
- Skills USA- Susan Timm is very happy with the outcome and institutional support which is now part of the budget.

- CETL- Cindy Hutman reported that problems persist.

New Business

- FAVs- Food Drive (Rick Bonnom)
The link to the virtual food bank is <http://vad.aidmatrix.org/vadxml.cfm?driveid=7440>
Over \$750.00 in cash donations was collected at the end of the semester party. Thus far, donations of both cash and food have been strong. Today is the last day of the physical food drive. The virtual drive will be available through December 21.
- Congratulations to 2013 NISOD Award Winners and Nominees. The award winners are
Patti Jachowicz, Counselor/Professor I
Marcia Luptak, Unit Adjunct Faculty II - ESL
Catherine Moushon, Professor II - Mathematics
David Reich, Associate Professor II - Welding
Linda Wallace, Instructor – Nursing
- Welcome to New UA2s!
Alaa Eldin Arif, Joseph Baldino, Sharon Baska, Andrew Buckler, Colin Grennan, George Hoke, Bogumila Kuczynski, Rachana Misraraj, Peggy Reese, Kenneth Rundquist, Cassandra Watson, Jana Porter
- A question was asked about dress codes for students. The questioner was referred to Dr. Carol Cowles.
- Congratulations to Grandpa Dan Kocher and welcome to his grandson, Henry James!
- Congratulations to John Mravik, newly hired FULL TIME FACULTY!

Division Issues

Adjournment- Pat O'Brien moved to adjourn. Cindy Hutman seconded. The meeting adjourned at 4:30 PM.

Next Meeting: January 16, 2013, 3:00-5:00 PM, C-120

REPORTS

President's Report (Luis Martinez)

- This past week the ECCFA team met with the administration team to continue the midterm negotiation on extra-contractual compensations. Both parties came to an agreement and the final document will be presented to the Board of Trustees for approval at their January 22 meeting. If approved, compensation will start in 2013, and will not be retroactive for any work done for the Student Success Infrastructure in 2012. We want to thank all of you for your patience during this year-long mid-term negotiation.
- IFT has informed us that the lame duck session of the State Assembly has drafted and posted pension legislation. It is HB 6258. Here is a link to the proposed bill.
<http://ilga.gov/legislation/BillStatus.asp?DocNum=6258&GAID=11&DocTypeID=HB&LegId=68196&SessionID=84&GA=97>
- IFT is scheduling rallies for January 3rd and 4th at the Capitol in Springfield. There will be two shifts each day at the Capitol. The morning shift will begin lobbying at 9am, and then rally at noon and depart around 1pm. They expect that shift to consist of those from the Chicago area. At 1pm a second shift consisting of those living around Springfield will be expected to take over for lobbying and

rallying for the rest of the day. Busses will be available for members who make the trip, but although the specifics have not been finalized we will keep you informed as soon as we get new updates.

- Joyce Fountain has agreed to serve as the new chair of COPE. I want to thank Joyce for volunteering to chair COPE, and I ask that we give Joyce all the support she will need as we expect the months ahead to be busy ones for COPE.
- ECCFA luncheon for Spring 2013 will be held in the dining room of building E (UBC) from 12 to 1:30 PM

1st Vice President's Report (Howard Russo)

2nd Vice President's Report (Marcia Luptak)

3rd Vice President's Report (Cassandra Watson)

Secretary's Report (Kimberly Tarver)

The ECCFA received a note from Jennifer Barconi thanking the senators for their time and highlighting her qualifications.

Academic Procedures Committee – Dawn Munson

We have been busy this semester. Marcy Thompson, Jennifer McClure and I have been working to refine the process of moving a procedure all the way through the review process. Marcy is working with the process owners to discuss expectations of cross-functional teams and the review process. The review process is as follows: a. cross collaborative review; b. review team; c. deans; d. APC; e. VP TLSD; f. cabinet.

4.104 Minimum Competencies has been approved by cabinet.

4.401 Complaint has been approved by cabinet.

1.101 Credit for Learning other than Formal Instruction is going to cabinet.

4.601 Student with Communicable Diseases is going to the Deans.

3.406 Criminal Background Checks and Drug Testing of Health Care is going to Deans.

1.102 SOAP is going to Deans.

New Academic Residency is going back to the Deans.

At this time, we are up-to-date on our procedure review. In January, we will begin reviewing all procedures that begin with a 1 or a 4 and then hope to continue on that schedule in the coming years.

Honors Program- Johanna Cummings

The Honors Program is now accepting course proposals for the fall 2013 semester.

Course proposals are due on January 14, 2013. Proposals may address any or all of the following criteria used by the Honors Committee to evaluate and approve proposals.

Academic excellence and creativity: Proposal indicates increased rigor and innovative approaches; coursework reflects appropriate, elevated expectations for honors-level study.

Critical and ethical thinking: Proposal details how critical thinking and ethical reasoning will be developed and demonstrated.

Research: Proposal includes a research component.

Leadership and community: Proposal includes a leadership and/or service learning component.

Multicultural or global awareness: Proposal includes study and activities designed to increase student

appreciation of multiculturalism and global awareness.

Connect to the world beyond the classroom: Proposal details opportunities for guest speakers and/or out-of-the-classroom experiences.

Courses will be reviewed and approved by the Honors Committee. The submitter will receive a response within four weeks of the submission deadline.

Learning Community Final Committee Report – December 10, 2012- Colleen Stribling

Payment Procedures: Procedures are in place for premium pay for faculty teaching in learning committees. As part of the procedure, the committee created a repository for integrative assignments to serve as a resource for future learning community pairings.

CETL workshop: Learning Communities: Fostering Engaged and Collaborative Classrooms, was developed and is being offered on February 8th by members of the steering committee. This will be an interactive workshop that looks at the theory of learning communities, the practice of learning communities at ECC, and the procedure for developing a new community at the college. Interested faculty members and administrators are encouraged to attend.

Annual Schedule: The committee continues to work on the development of an annual schedule that would provide more consistency to the LC offerings each semester.

Recruitment: The committee thanks all the faculty members that expressed an interest in teaching in a LC in the future. The group will be contacting everyone who did respond to our request in an effort to develop ideas for pairings in spring/fall 2014.

MAGIC- Kimberly Tarver and Clark Hallpike

The Interrupters event brought in approximately 130 people to view the documentary and participate in discussion with Cobe Williams immediately following the film. Magic meetings this semester were well attended with an increase in student participation. Magic is currently planning the spring semester. In addition to twice monthly meetings with an educational emphasis, we are considering the following speakers or events to campus in the spring:

- Frederick Gooding-The Minority Reporter
- Brandon Thornton- Xplicit Poet/Spoken Word Artist
- Luis Argueta, director of abUSed: the Postville Raids
- Roots of Love (film) with a local speaker
- Dinner Dialogue (film to be determined)

Magic is considering other activities as well and welcomes your suggestions. Magic meetings are open to the entire community. Faculty are invited to attend the 1st and 3rd Monday of each month. Meetings are usually held in the Alumni Room.

SLAAC Report- Eric Long

- 1) SLAAC has passed new bylaws (first reading). The second reading is scheduled for December 12/11. Bylaws will be forwarded to ECCFA after the 12/11 meeting. The need for by-law changes is to clean up the membership process and make bylaws reflective of the committee's true actions.
- 2) For now, SLAAC has postponed any updates to the global awareness general education outcome.
- 3) SLAAC will host the annual Illinois Assessment Fair on February 15. This is a state-wide assessment fair and ECC's first time hosting. We are working on streamlining the registration process for interested ECC employees.
- 4) SLAAC is continuing to find a way to better assess the technological needs of our students. At the current time, no placement testing method is available that is financially practical.

Strategic Planning- Liz McNulty

The Planning and Institutional Effectiveness Office along with a writing team from the Strategic

Planning Committee has drafted a guide to assist departments in setting operational goals aligned to the Strategic Plan, connecting operating plans to budgets, reviewing and assessing plans, and communicating plans to others in the college. At the December 4 meeting, the committee reviewed this guide, and committee members agreed that it was very comprehensive and would be helpful to those making operational plans. The committee also discussed the need to share operational goals and accomplishments with others in the college. Some suggestions to accomplish this were: having the plans available in a shared folder; sharing goals at the All College Meetings; highlighting goals in the President's Newsletter; and video updates.

The final version of the FY2013-2017 Plan will be distributed at the Opening Day Convocation on January 10. At future meetings, the Strategic Planning Committee will be assessing the effectiveness of the Strategic Plan by looking at department goals and performance reports to see which strategic objectives are being targeted. The next meeting will be in January or February.

Wellness Committee Report 11/30/12- Tara Leszczewicz

Recap of "Tanya the Tooth" October Event & "End of the Year Stressbusters" November Event
Employee Survey Participant Update: The committee briefly reviewed the survey. Survey will be reviewed and referred to in future meetings.

1. First point of action as a result of the survey is a weekly "Wellness Tip" to be emailed to all employees on Mondays. The tip plus additional information including links to external websites when appropriate will be put on Access ECC. Email will drive employees to Access ECC for the additional information. Email will sometimes include a *challenge* related to the tip. Ie... If the tip is related to the importance of taking breaks, the *challenge* will be to stretch for one minute at your desk every hour. Email will also ask employees to submit tips for possible future publication. L. Gemelli to send email via Wellness Committee email.
2. It was noted that on the survey, Wendy Miller offered to help find another Wellness Committee member from the Health Professions area. L. Gemelli will ask W. Miller and L. Martinez to work together to find someone to represent both the Health Professions and ECCFA.
3. Weight Watchers at work was mentioned a few times in the survey. Committee feels that it would be worth a phone call to Weight Watchers to see if Weight Watchers at work is still an option and if there would be a discount to participating employees. At this time, the committee may be interested in offering a Weight Watchers at Work program but the benefit provided to employees would be the convenience of having it on campus and any discount that Weight Watchers is willing to provide. Payments would be made from participating employee to Weight Watchers directly. L. Gemelli to call Weight Watchers for possible program details.
4. Next Meeting: Thursday, January 17; 2-3pm.

ECCFA Important Dates for 2012-2013

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

Approved