



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



ECCFA Senate Meeting Minutes
Wednesday, January 30, 2013
3:00 PM – 5:00 PM
Room C-120

Call to Order at 3:05 PM

Luis Martinez, ECCFA President

Roll Call

Present- Michele Brynelsen, Lori Clark, Linda Hefferin, Cindy Hutman, Dan Kocher, Marcia Luptak, Luis Martinez, Loretta McCallister, Gary Norden, Mary O'Sullivan Chad Pearion, Joel Peck, David Reich, Miroslav Rezac, Joyce Ross, Hoard Russo, Kimberly Tarver, Armando Trejo, Cassandra Watson, Social Media-Jessica Carpenter, Web Master-Tammy Ray, COPE Chair- Joyce Fountain

Absent- Rick Bonnom, David Lawrence, Pat O'Brien, Julie Roth, Cathy Tomasik, Glenn Turner,

Recognition of Visitors & Guests

Jessica Wedeneyer, English Unit Adjunct
Clare Ollayas, ECC Trustee seeking re-election
Rise Jones, ECC Trustee seeking election

Welcome to Rise Jones, BOT Candidate for the 6-year term. She has a lifelong passion for education, is an Elgin resident and works with Hamilton Wing, a non-profit organization supporting the arts/youth as all families want to contribute to the community. She has an extensive formal education with degrees in psychology, public policy, research and business. Her business, Evaluation Solutions, works with non-profits in using data to inform decision-making and provide services. She responded to questions regarding the role of the board, shared governance, collective bargaining and growth in enrollment as it impacts faculty staffing. Rise reported that she has requested data from the board and the college and emphasized her preference for value based decision-making processes.

Welcome to Clare Ollayas, BOT Candidate running for re-election. Clare has a long history with ECC and has been on the BOT since 1995. She currently serves at the national level as an at-large member. She responded to questions relating to next negotiations process, her past voting record and effectiveness as a trustee. She shared that most decisions are made by consensus and decisions are made in the best interest of the institution and students. She listened to concerns shared regarding the importance of faculty involvement with curriculum, budgeting, labs and lab maintenance. Clare shared that she is legally bound to recuse herself on some decisions as her husband teaches part-time at the college.

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

Secretary's Report:

Kimberly Tarver

- John Mravik submitted his letter of resignation from ECCFA Senate, UA1 Senator due to new role as a full time faculty member in the English Department.
- Attendance records of senators submitted to Luis Martinez.
- Proposed amendments to the January 16, 2013 include attendance (add Loretta McCallister and Armando Trejo as present); correct Math Lab discussion under Division Issues (limited open hours and change available to allowed). Cassandra Watson moved to amend the minutes as amended and Howard Russo seconded the motion. The motion passed.
- Howard Russo moved to approve the minutes as amended and Lori Clark seconded the motion. The motion

passed with Miroslav Rezac abstaining; the minutes were approved.

Treasurer's Report: Linda Hefferin
A rebated was received from the IFT. The report was accepted.

President's Report: Luis Martinez
Luis requested the faculty keep him informed of any D2L issues.
He met with Janelle Crowley to discuss 457b catch up. The outcome is pending as it is due to be reviewed in May.
Luis discussed opening day with Dr. Sam and expressed ECCFA interest is reviving the Opening Day Planning Committee with faculty participation.
He reported issues with the parking lots persist.
Refer to the written report submitted to the agenda.

1st Vice President's Report Howard Russo
Appointments with Vice President DiGerlando were recently scheduled for the spring semester.

2nd Vice President's Report Marcia Luptak
Concerns with independent study are being addressed and matters involving the math lab are under review.
Marcia reported that some members of the Faculty Development Committee, (Jessica Carpenter, Glen Mayer, Beth Santell, and Marcia Luptak met to talk about new travel and mileage requirements and getting signatures.

3rd Vice President's Report Cassandra Watson
Cassandra reported that new forms and new contracts are being submitted and she encouraged faculty to participate in CETL's class on classroom observation.
The Wellness Committee needs another representative from ECCFA.

Committee Reports (refer to reports submitted to the agenda)
Grievance Committee- Howard Russo reported that a letter was sent to Dr. Sam to ensure recent actions relating to committee assignment do not inform future practice. He stated that the grievance committee is required to act when any violations to the contract occur.

Elections & Committee Openings- (May be considered as consent agenda.)
Cassandra Watson moved to accept the nominations and approvals as a consent agenda. Miroslav Rezac seconded the motion. The motion passed to accept the following items as a consent agenda-

- Request approval of the following faculty members to serve on the English Search Committee: Jeff Weisman, Michele Noel, Johanna Cummings, Carol Szabo, Clark Hallpike
- Request approval of the following faculty members to serve on the Anatomy and Physiology faculty Search Committee: Elizabeth Becker, Dana Kurpius, Luis Martinez, Fred Vogt, Magic Rep Kimberly Tarver
- Request approval of the following faculty members to serve on the Tenure and Evaluation Committee for John Mravik, English Faculty: Jeff Weisman, Sara Baker, Jason Kane
- Student Success Infrastructure Faculty Nomination: Kimberly Tarver requests her name be submitted to the Office of the President to serve.
- Request approval of the following faculty members to serve on the Tenure and Evaluation Committee for Ranae Ziwiski, Accounting Faculty: Glenn Earl, Dave Packard, Leticia Starkov

Cassandra Watson moved to approve the consent agenda. Miroslav Rezac seconded the motion. The motion passed.

A question was asked regarding Jason Kane as the new director of the Honors Committee. Was Jason on the committee prior to his appointment? There are no concerns with his appointment to the director position.

COPE

- BOT Candidates' Forum being coordinated with Laura Schaefer, Cristina Castro and Gema Stivalet.
- Angela Causey, BOT Candidate scheduled to appear at Senate on February 13, 2013

Old Business

Lori Clark received a call from a constituent requesting ECCFA set up a private email address list. Tammy Ray will share a link that will allow the membership to register their individual contact information. Implementation will occur in an appropriate and timely manner.

Math Lab: full time faculty are donating their office hours to staff the lab; part-time faculty will earn \$18 per hour when the method of compensation is resolved in HR. Questions remain regarding part-time faculty applying each semester and logging hours on e-time.

New Business

- **Tornado Drills Proposed Dates**
 - Wednesday, March 13 - 10:30am AND 8:00pm
 - Thursday, March 14 - 10:30am AND 8:00pm
 - Wednesday, April 3 - 10:30am AND 8:00pm
 - Thursday, April 4 - 10:30am AND 8:00pm

Questions regarding signage in Building B and evacuation charts were raised. These are essential to effective drills.

Connie Orbeta is no longer able to serve as the Membership Committee Chair. Marcia Luptak volunteered to serve as the new chair of the Membership Committee.

Safety Training- Michael Mulcrone, Rose DiGerlando, Janelle Crowley, Dr. Sam are discussing active shooter training which is intended to minimize risk. Faculty request to be involved in the planning and development of said training. Behavior Intervention Team (BIT) and training has been favorable. There was a request to reactivate the safety committee. The orange cards and flip manuals were well received and need to be updated. Faculty are encouraged to consider including a conversation/script on the first day of class to increase awareness of evacuation and lock-down procedures. Luis Martinez requests the faculty support initiatives related to safety on campus.

AFT Higher Education Conference- Dan Kocher moved to approve Julie Roth, Howard Russo, Linda Hefferin, Gary Norden, and Luis Martinez to attend the conference on March 8-10, 2013 in San Diego. Marcia Luptak seconded the motion. The motion was approved.

Division Issues

Adjournment

A motion to adjourn was made by Howard Russo and seconded by Dan Kocher. The motion passed. The meeting adjourned at 5:06 PM.

Next Meeting: February 13, 2013, 3:00-5:00 PM, C-120

REPORTS

President's Report (Luis Martinez)

- D2L follow up: Tim Moore met with Michael Chahino regarding the status of the bandwidth issues that the campus has been experiencing. Mr. Chahino said at that time that they were waiting on some final hardware purchases and that any issue on ECC's end related to slowness should be fixed once installed. We should notify Tim if we continue to experience slowness issues with D2L at that time. They will explore additional opportunities that need to take place.

- 457B Catch Up Option: I met with Janelle Crowley to discuss the possibility of having a catch up option for 457B participants. I was informed that, as agreed last year the 457B was implemented, it will be reviewed at the end of the first year, May or earlier, and a decision will be made. We should expect and update, possibly by the end of this semester.
- I was approach by Mi Hu and Brian Beecher, as the wanted to share some concerns they have with the scheduling of librarians. I listened to them, and then met with some concerned librarians. After gathering information, I shared it with the co-chairs of the grievance committee for advice. There was no evidence for grievance. I put forth a set of recommendations for both parties that hey discussed at a meeting last week.
- Opening Day Committee: In my biweekly meeting with Dr. Sam, I expressed my concern about the lack of faculty participation in decision-making process. I cited the opening day event at the Blizzard Theater. I mentioned that there is no longer faculty input for activities of opening week and that it reflects in the poor attendance in the last couple of years. I mentioned the existence, in past years, of an Opening Week Committee, composed of faculty, staff and administrators, in charge of putting together the agenda for that week and selecting the speaker. I suggested that the committee be instituted again, to which he agreed.
- We are seeing again that parking reserved for faculty and staff is used by unauthorized vehicles. A complaint was presented to Dr. Sam.
- The need for safety training.

Faculty Development Committee- Beth Santell

- Working on updating the current travel form for faculty development individual proposals to bring to Senate for approval.
 - Working on Sabbatical Review for the month of February.
- Important Dates-
- February 15: "Lane change activities completed by December 31st, and documented no later than February 15th, shall be awarded on the salary schedule for that calendar year." (ECCFA-Board Agreement, January 1, 2011 – December 31, 2013, Salary, Article VI, Section 6.17, p. 37.)
 - February 28: Spring group proposals due.
 - April 30: Members of the Committee will be elected by each division. Committee meeting dates will be determined and announced for fall academic year.

MAGIC- Kimberly Tarver & Clark Hallpike

Magic welcomes two speakers this month to celebrate Black History Month at ECC.

Speaker Frederick Gooding joins us on February 4, 12:30-2:30 in the Alumni Room B 182 to speak about race representation in media. His presentation is titled, "You Mean There's Race in My Movie?"

Brandon Thornton, Xplicit Poet will present a live show in the Jobe Lounge on February 11, 11:00-12:00. He will also present a workshop for entrepreneurs and those seeking a career in full-time artistry 12:30-1:30 in Alumni Room B 182.

Strategic Planning Committee- Liz McNulty

Strategic Planning met on January 24 to discuss the future direction of the committee. The primary role will be to audit department goals to track which Strategic goals and objectives are or are not being addressed college-wide. Phil Garber will develop a template for goal reporting to ensure that the link between department goals and strategic objectives can be easily identified. The committee will meet again when Phil has received goal reports, possibly February or March. We also discussed the need to make department goals and accomplishments easily available so that everyone in the college can see what other departments are doing. Suggestions were also made to highlight one department's accomplishments each month with the thought that more people would be likely to read a shorter document.

Wellness Committee- Tara [Leszczewicz](#)

- Healthwise Handbook Distribution began at Convocation. Free to all employees. Stop by Human Resources and speak to Bridget Saladin to obtain a copy for yourself. Welcome individuals to pick up Handbooks for their departments.
- Committee awaiting an additional ECCFA/ Health Profession Wellness Committee member that was noted in 11/30/2012 Wellness Committee Report.
- Committee excited to learn more about resources within our Health Profession Programs, both faculty & students.
- Feb Event: 2/7/13 Conquering the Winter Blues 12-1 in Community Room, bring your lunch, no RSVP needed.
- March: Walk into Wellness, planning phase.
- April: Financial Wellness, planning phase.
- April: Wellness Fair, planning phase.
- Good feedback regarding emailing of wellness tips.
- Summer: planning additional events, TBA.

ECCFA Important Dates for 2012-2013

SPRING SEMESTER 2013

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 18, 2013 (S) Graduation

May 20, 2013 (M) 8:00 AM Grades due