



ECCFA Senate Meeting Minutes
Wednesday, February 27, 2013
3:00 PM – 5:00 PM
Room C-120

Call to Order at 3:05 PM

Luis Martinez, ECCFA President

Roll Call

Present- Rick Bonnom, Michele Brynelsen, Lori Clark, Linda Hefferin, Cindy Hutman, Dan Kocher, David Lawrence, Marcia Luptak, Luis Martinez, Loretta McCallister, Gary Norden, Pat O'Brien, Mary O'Sullivan, Chad Pearion, Joel Peck, David Reich, Joyce Ross, Julie Roth, Hoard Russo, Kimberly Tarver, Armando Trejo, Cassandra Watson

Social Media-Jessica Carpenter, Web Master- Tammy Ray, COPE Chair- Joyce Fountain

Absent- Cathy Tomasik, Miroslav Rezac

Recognition of Visitors & Guests

Beth Santell, Counseling
Mary Elfring, Faculty

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

Secretary's Report:

Kimberly Tarver

Pat O'Brien moved to approve the minutes. Cassandra Watson seconded the motion. The motion passed.

Treasurer's Report:

Linda Hefferin

Cookbooks are still available for sale. The Treasurer's report was accepted.

President's Report:

Luis Martinez

- 1) CPR Certification, TB tests & flu shots are requirements of clinical settings of both clinical faculty and students. Past history- ECCFA was successful in ensuring that ECC paid for these expenses. Some faculty have been paying for this expense from personal funds or professional expense benefit. Some faculty are on staff at facilities which provide these at the site's expense. This matter needs additional exploration for adjunct faculty members. Luis met with Janelle Crowley who reported that Marcy Thompson said it is a professional expense.
- 2) Pilot Advising Matter- A meeting is being scheduled with administration.

- 3) SSI compensation calculations are being pro-rated, based on an 18-week semester versus a 16-week semester. ECCFA consulted with IFT and confirmed validity of concerns regarding pro-rating and the number of weeks. The matter is unresolved.

1st Vice President's Report Howard Russo

The ECCFA requested a bulletin board from Rose DiGerlando. Howard asked for ideas for an optimal location. Consensus was to request a location near the cafeteria. Temporary FT position in Accounting is being filled without a search committee. The ECCFA has concerns with possible pattern of hiring temporary full-time faculty.

2nd Vice President's Report Marcia Luptak

Special pays are taking extended periods of time in a random fashion.

3rd Vice President's Report Cassandra Watson

UAF1 representation on the senate is lacking. Cassandra requested the senate be mindful of pending elections this spring.

Committee Reports (refer to reports submitted included on the agenda)

Elections & Committee Openings- (May be considered as consent agenda.)

- Student Life Allocations Committee: Susan Timm was invited to serve on this committee by Dr. Katie Storey. The committee assists with budget planning for student groups.
- Johanna Cummings to serve as co-leader for the Developmental Education Curriculum Task-force.
- Arturo Vazquez and Cassandra Watson to serve on the Employee Appreciation Awards Committee.
- Marc Healy and Judy Thommes to serve on the Opening Day Planning Committee.
- Ed Thomas, Ed Kroll and Eleanor Swanson to serve on the Safety Committee.

Cindy Hutman moved to consider the nominees as a consent agenda. Pat O'Brien seconded the motion. The motion passed.

Dan Kocher moved to approve the consent agenda. Pat O'Brien seconded the motion. The motion passed.

COPE – Joyce Fountain

Informal meetings with candidates are ongoing. All candidates are being extended opportunity to meet. The Candidate Forum date was set for March 20, 1:00-3:00. A questionnaire will be developed. Folks will attempt to locate past questionnaire.

Old Business

- Glenn Turner- Sabbatical Substitute

Lori Clark reported that she requested English faculty consider filling the vacancy without success. Luis Martinez would like the senate to consider Jessica Carpenter. Howard Russo moved to approve the appointment of Jessica Carpenter. Cindy Hutman seconded the motion. The motion passed.

- **Math Lab Update (Cassandra Watson)**

Cassandra Watson expressed concern regarding time sheets and compensation. The student worker was volunteer and paid. She left until the payment was initiated. The math lab adjunct position has not posted. The reading lab adjunct position posted.

- Jason Kane, Honors Program Director – the matter is resolved as directors are not approved by the senate.
- Classroom Observation- as long as the dean chooses people from the list submitted by the coordinator, it is the dean's prerogative to identify from the list
- **Advising Pilot Discussion-** One of the ideas proposed by administration via Achieving the Dream and the Counseling Department Audit was a pilot to work with career technical programs for student advisement. Another idea presented was to develop a counseling handbook. Some counseling staff are involved with developing a counseling handbook/teaching tool for advising. Compensation for developing the handbook aligns with the extra-contractual compensation. It is thought that the pilot will be implemented with one program per division. Beth Santell was able to address some questions. More information and discussion is needed.

New Business

- **Strengthening the ECCFA (Cindy Hutman & Pat O'Brien)** **Strengthening the ECCFA-** 1) Gather contact information, Howard Russo will send out request and provide the link to submit information. 2) Seek out members who do not respond to make contact and establish contact. 3) Create groupings and meet with people; connect with part time faculty. 4) Address lack of awareness and lack of information. 5) Prepare for elections and negotiations.
- **Resignations**
Joe Rosenfeld resigned from service on Student Success Infrastructure
Elizabeth Becker resigned from the Nursing Director Search Committee.
Replacements will be considered upon administrator request.
- Baudelaire Ulysse submitted a letter of resignation from the ECCFA Senate.
- **Faculty Development Committee**
Beth Santell requested the Senate review proposed revisions to funding proposal forms and sabbatical application due dates (the old date on the application needs to be changed). It was clarified that international travel is not included on the funding request form. Dr. Sam has been supportive of international travel. It was noted that some policies are restricted to

employee status as there are some exemptions for faculty. Clarification regarding meal receipts and claims was discussed. Faculty are referred to the document for instructions.

Howard Russo moved to approve changes to the Faculty Development proposal forms, seconded by Cassandra Watson. The motion passed. Cassandra Watson made a motion to approve revision to sabbatical application (date change). It was seconded by Dan Kocher. The motion passed.

- FAVS- Rick Bonnom- SSECCA and ECCFA opportunity. Rick requested the senate consider approval of Northern Illinois Food Bank (NIFB) volunteer workdays. The motion was made by Dan Kocher and seconded by Cindy Hutman. The motion passed. Information will be sent out to the membership.
- Legislative Breakfast- Saturday 8-12 am; Luis contacted and informed the host group that ECCFA will send representatives. Luis will send info and needs volunteers.
- Lynette Scalucca sent info regarding pension legislation regarding an initiative to bypass committee and come forward to the house. Luis will forward the information.
- NEW ECCFA Logos- Tammy has the digital files for the logos. Online electronic survey will be sent out.

Division Issues- (none)

Adjournment

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

ECCFA Important Dates for 2012-2013

SPRING SEMESTER 2013

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.