



**SENATE MEETING MINUTES**  
SEPTEMBER 7, 2016  
3:30 PM – 5:00 PM, ROOM C-120

***Call to Order 3:40 p.m.***

Roll Call: Pat Brutchin, Michele Brynelsen, Kristen Campbell, Jessica Carpenter, Mary Elfring, Diane Flahaven, Patrick Gordon, Rabi'a Hakima, Clark Hallpike, Christina Marrocco, Luis Martinez, Laura Meyer, Pat O'Brien, Mary O'Sullivan, Tammy Ray, Howard Russo, Eleanor Swanson, Kimberly Tarver, Scott Vaszily, Janet Whitsitt, Steven Wood, Sabina Zeynalova

Absent: Bill Akers, Therese Carpizo, Lincoln Davis, Libby Hope, Joel Peck, David Reich, Danielle Straub

**Recognition of Visitors & Guests**

Sue Ford was in brief attendance to submit paperwork.

**Treasurer's Report: Steven "Woody" Wood**

He stated he will have check request/reimbursement forms available at senate meetings along with the check book. He is in the process of transferring responsibilities from Roger and signatories at the bank. Referring to the balance sheet, he highlighted the most recent transactions.

**Secretary's Report: Kimberly Tarver**

Approval of August 24, 2016 Minutes

Pat O'Brien moved and Christina Marrocco seconded a motion to approve the minutes. The motion passed with 1 abstention.

IELRA Postings and Affidavits- Senators were requested to post booklets and return affidavits to A153.01. Stationary & Business Cards- base price quote has been requested.

**President's Report: Luis Martinez**

The ECC Foundation presented the ECCFA with a certificate to recognize the endowed scholarship fund. Luis publicly acknowledged ECCFA scholarship champions, Clark Hallpike and Howard Russo. Question and discussion relating to publicizing ECCFA support in a foundation publication (Impact) and/or ECCFA press release focusing on current and past contributions to establish the endowment. Alternative suggestion to present ECC Foundation leaders with a BIG giant check on opening day at the beginning of the ECCFA Luncheon. Much fanfare will be arranged with photo opportunities and an invitation to the press accompanied by a press release. The idea was put to a motion by Pat Brutchin and seconded by Jessica Carpenter. The motion passed. Additionally, it was moved to delay the budgeted \$10,000 contribution to the endowment until the opening day luncheon by Patrick Gordon and seconded by Jessica Carpenter. The motion passed.

**1<sup>st</sup> Vice President's Report: Patrick Gordon**

Full time senator constituent list was sent out; he referenced the list from HR dated August 31, and so there may adjustments needed as the list does not reflect retirees effective September 1, 2016.

**2nd Vice President's Report: Diana Flahaven**

**3<sup>rd</sup> Vice President's Report: Sabina Zeynalova**

There has been question about temporary versus permanent parking permits. Refer to ADMINISTRATIVE PROCEDURE 3.702 Staff parking permits will be issued by the ECC Police Department to regular full-time and part-time staff employed by the college upon request. Temporary parking permits may be issued by the ECC Police Department on a need basis to seasonal, short-term, or other individuals performing employment or

services for the college. Verification of employment and photo identification of the requestor are required prior to the issuance of a parking permit.

#### COMMITTEE REPORTS-

- **Negotiations-** (Patrick Gordon) Demand to Bargain was sent last week; the first negotiation session is scheduled for Friday, September 16; tonight is a social gathering. Armando Trejo needs a key to caucus room F116 to coordinate meals and snacks. Patrick stressed the importance of a volunteer to serve as media/communications liaison. Faculty are asked to consider serving in this capacity. Retired faculty members will be encouraged as well.
- **Grievance-** (Co-Chairs: Howard Russo & Ellie Swanson) Grievances relating to load assignment; settled matter regarding transcript verification; light & heavy lab resolution, however, anticipate related issues; culinary events situation; math lab/calculator workshop activity; and teaching across multiple divisions.
- **Sick Bank Committee** (Ryan Kerr) To date, contributions to the sick bank have been received from 48 members for a total of 75 days deposited. During 2015-2016, 86 days were collected and 90.5 days were awarded. There are concerns about the ability to build the number of days banked if the balance is depleted. Senators are asked to connect with constituents to encourage contributions. Full time faculty are the only employee group who can donate.
- **COPE-** 28 members have volunteered to phone bank. IFT volunteers need verification

#### ELECTIONS & COMMITTEE REQUESTS

Patrick Gordon moved to withdraw item # 6 as further clarification is needed. Pat O'Brien seconded the motion. The motion passed.

Howard Russo moved to consider items 1, 2, 3, 4, 5, 7, and 9 as a consent agenda. Pat O'Brien seconded the motion. The motion passed. Howard Russo moved to approve the consent agenda. Pat O'Brien seconded the motion. The motion passed.

1. Volunteers to serve on Curriculum Committee: Andy Erbach (SBCT). *Vacancies remain for MSE, LVPA, and HP.* (Clarification of # representatives needed: Each division has 1 representative and then, add an additional representative for every 10 full time faculty members, round to nearest 10. Eg. HP has 1 representative and 18 FT Faculty = 3 total representatives.)
2. Volunteers to serve on the Pathways to Results Committee include: Leticia Starkov (SBCT), Terri Martin (MSE), and Eric Long (CABS), Peter Han (CABS/UAF), and Jean Phillips (MSE/UAF)
3. Volunteer to serve on the Faculty Development Committee for fall semester: Sabina Zeynalova (ESL/UAF)
4. Tim Malone (LVPA) has volunteered to serve on Negotiations Team. Vacancies remaining: HP
5. Phil Garber requests interested faculty to join a group to set strategic plan goals for FY2018-FY2023. The group will meet 3 times during FY17 and communicate via email. Volunteers include: Laura Haske (SBCT), Ruby Sanny (CABS), Bill Akers (CABS/UAF), and Susan Timm (SBCT)
6. ~~Ginger Alms is not able to serve as SSI Student Goal Completion Task Force due to scheduling conflict.~~ Volunteers include: Kimberly Tarver (HP) Withdrawn for further clarification.
7. Faculty representation needed to review "Student Evaluation of Instruction" process. Bi-weekly meetings and vendor interviews scheduled for September 23. Three to Four members are requested. Volunteers include: Lincoln Davis (CABS/UAF).

#### OPENINGS:

8. Vacancies on the Grievance committee: CABS and SBCT representatives needed.

- Annabelle Rhoads requested 2 faculty members to serve on Student Affairs Committee; they will meet as needed when there are violations of the code of conduct. Steve “Woody” Wood and Pat Brutchin volunteered to serve.

## **Old Business**

## **New Business**

## **Division Issues**

**Adjournment** Howard Russo moved and Pat O’Brien seconded a motion to adjourn at 5:00 pm. Everyone who agreed stood up and left the room.

**Next Meeting: Wednesday, September 21, 2016 in C-120, 3:30-5:00**

## **Committee Reports & Information**

### **Full Time Senator Constituent Assignments (Patrick Gordon)**

Ellie Swanson, ABEC/ADLR: Sally Guy, Liz McNulty, Marge Schildknecht, Stacy Shah, Colleen Stribling, Armando Trejo  
Patrick Gordon, BUS/SSCT: Marc Bosanac, Linda Conniff, Heidi Eaton, Laura Haske, Roger Ramey, Kimberly Rother, Patrick Stewart, Susan Timm, Jill Turro  
Clark Hallpike, BUS/SSCT: Josephy Cannici, Glenn Early, Stephanie Johnson, David Packard, Leticia Starkov, Helen Wang, Chrystie Wojcik, Ranae Ziowski  
David Reich, BUS/SSCT: Jesse Bader, Patrick Collins, Andrew Erbach, Len Fitzpatrick, Marc Hucek, Fabio Martinez, Gary Norden, George Rosa, Christopher Sikora  
Christina Marrocco, CABS: Ginger Alms, Sara Baker, Lori Clark, Johanna Cummings, William Demarre, Alison Douglas, Glenn Joshua, Ryan Kerr  
Pat O’Brien, CABS: Tina Ballard, Joyce Fountain, Kristen Hren, Dennis Lynch, John Mravik, Michele Noel, Nick Obradovich, Michel Roman, Rachael Stewart  
Jessica Carpenter, CABS: Sharon Baker, Marc Healy, Keith Lewis, Shawn Mikulay, Manuel Salgado, Glenn Turner, Arturo Vazquez  
Rabi’a Hakima, CABS: Tim Anderson, David Carrillo, James Dittus, Jason Kane, Eric Long, Dawn Munson, Parul Raval, Joe Rosenfeld, Marta Walz, Jeffrey Weisman  
Michele Brynelsen, HP: Mary Arndt, Meena Chacko, Janet Flynn, Karen Friedberg, Catherine Incapreo, Lisa McCarthy-West, Catherine Schlosser, Barbara Tarin  
Kimberly Tarver, HP: David Martin, Roda Ryan, Diane Simeth, Angelika Stachnik, Karen Taylor, Judith Thommes, Linda Wallace, Kelly Woyach  
Joel Peck, LVPA: Marc Beth, Javier Coronado-Aliegro, Tim Kaar, Christina Leverenzi, Les McTighe, William Pelz, Susan Robinson, David Zacker  
Howard Russo, LVPA: Ignacio Alvarez-Garcia, David Burke, Robert Harmon, Marybeth Koos, Travis Linville, Tim Malone, Shawn Maxwell, Antonio Ramirez, John Slawson  
Mary O’Sullivan, MSE: Elizabeth Becker, John Eltzroth, Jabria Jassim, Ed Kroll, Dana Kurpius, Hani Qasmieh, Steve Trail  
Janet Whitsitt, MSE: Ken Beynon, Ginger Bohlen, Donna Garcia, Terri Martin, Catherine Moushon, Miroslav Rezac, Fred Vogt  
Kristen Campbell, MSE: Naima Bahaji, Abi Bailey, Chalyce Deterding, Gary Grohs, Dan Kernler, Michelle Kershner, Nicole Scherger, Greg Wheaton

### **GENERAL NOTICE:**

**Annual Safety & Security Training Opportunities** (4.16 All faculty shall complete safety/security training provided through various modalities (e.g. synchronous and asynchronous) or face-to-face on opening Day, opening Friday, and Saturday, which shall ordinarily take no more than two hours per year. the faculty may utilize scheduled office hours to complete the safety/security training by the fifteenth day of instruction in 2014, and the tenth day of instruction there- after for the duration of the contract.) **Summary below; See CETL Brochure for additional options.**

### **ONLINE OPTIONS**

IDENTIFYING PRE-INCIDENT INDICATORS TO VIOLENCE AND TAKING APPROPRIATE ACTION (1-hour Online Module & Recorded Webinar)

CFD 400-770 Open Registration from Monday, August 22, 2016 through Friday, December 16, 2016  
DEALING WITH DIFFICULT STUDENTS AND HAVING DIFFICULT CONVERSATIONS (2-hour Online Module &  
Recorded Webinar)  
CFD 400-772 Open Registration from Monday, August 22, 2016 through Friday, December 16, 2016

## **FACE TO FACE OPTIONS**

EMERGENCY PREPAREDNESS/AWARENESS: SHELTER-IN-PLACE, EVACUATION AND LOCKDOWN  
ALTERNATIVES—"SHOTS FIRED ON CAMPUS (Face to Face)

Presenter: Sandi Brown, Sr. Director of Emergency Management and Professional/Organizational Development

CFD 911-315 Thursday, September 1, 2016 5:00 p.m. – 6:00 p.m. Building G, Room G100

CFD 911-316 Friday, September 2, 2016 10:00 a.m. – 11:00 a.m. Building G, Room G100

CFD 911-317 Tuesday, September 6, 2016 2:00 p.m. – 3:00 p.m. Building G, Room G100

CFD 911-318 Wednesday, September 7, 2016 5:00 p.m. – 6:00 p.m. Building G, Room G100

CFD 911-319 Thursday, September 8, 2016 3:00 p.m. – 4:00 p.m. Building G, Room G100

CFD 911-320 Monday, September 12, 2016 9:00 a.m. – 10:00 a.m. Building G, Room G100

BEHAVIORAL INTERVENTION TEAM (BIT)

Presenter: Annabelle Rhoades, Associate Dean of Student Success and ADA Coordinator

CFD 400-310 Wednesday, October 5, 2016 5:00 PM - 7:00 PM Building C, Room: C120

VETERANS \* ON \* CAMPUS

Presenter: Anitra C. King, Veteran and Student Success Specialist

CFD 400-300 Friday, September 16, 2016 2:00 p.m. – 3:30 p.m. Location: Building C, C120

CFD 400-301 Friday, September 30, 2016 10:00 a.m. – 11:30 a.m. Location: Building C, C120

CFD 400-302 Friday, October 7, 2016 10:00 a.m. – 11:30 a.m. Location: Building C, C120

CFD 400-303 Thursday, October 20, 2016 2:00 p.m. – 3:30 p.m. Location: Building C, C120

CFD 400-304 Wednesday, November 2, 2016 10:00 a.m. – 11:30 a.m. Location: Building C, C120

CFD 400-305 Thursday, November 17, 2016 2:00 p.m. – 3:30 p.m. Location: Building C, C120

SAFE ZONE TRAINING

Presenter: Vincent Cascio, Wellness Professional

CFD 400-306 Tuesday, September 20, 2016 9:00 a.m. – 11:00 a.m. Building C, Room C120

CFD 400-307 Friday, September 30, 2016 1:00 p.m. – 3:00 p.m. Building C, Room C120

CFD 400-308 Thursday, October 6, 2016 5:00 p.m. – 6:30 p.m. Building C, Room C120

CFD 400-309 Friday, October 28, 2016 1:00 p.m. – 3:00 p.m. Building C, Room C120

## **OTHER ONLINE OPTIONS**

### **Workplace Answers (Online Courses)**

To Register, contact: [ProfessionalDevelopmentRegistration@elgin.edu](mailto:ProfessionalDevelopmentRegistration@elgin.edu)

FERPA/HIPAA/RED-FLAG IDENTITY THEFT

UNLAWFUL HARASSMENT PREVENTION FOR FACULTY

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