

ATTENDANCE

	Name	Div/Term		Name	Div/Term		Name	Div/Term
✓	Lori Clark (President)	2022-2024	—	Margaret (Peggy) LeMoyne	HP/MSE 2022-2024	✓	Diane Flahaven	UAF2, HP/MSE 2022-2024
✓	Stacey Shah (1st VP)	2022-2024	✓	Chris Cunningham (Parliamentarian)	HP/MSE 2022-2024	✓	Tara Latto	UAF2, HP/MSE 2022-2024
✓	Jessica Carpenter (Social Media Coordinator)	CABS 2022-2024	✓	Luis Martinez	HP/MSE 2022-2024	✓	Terri Birch (2 nd VP, Membership)	UAF2, LVPA 2022-2024
✓	Ryan Kerr (Chief Negotiator)	CABS 2023-2025	✓	Kimberly Tarver	HP/MSE 2022-2024	✓	Amanda Hirsch	UAF2, CABS 2021-2023
✓	Ruby Sanny	CABS 2023-2025		VACANT	HP/MSE	✓	Janice Petit- Sollenberger	UAF2, LVPA 2022-2024
—	Dave Reich	SBCT 2023-2025	✓	Les McTighe	LVPA 2023-2025	✓	Tammy Ray (Webmaster)	UAF2, SBCT 2022-2024
✓	Patrick Gordon	SBCT 2022-2024	✓	Susan Robinson	LVPA 2023-2025	—	Jason Walczak	UAF2, SBCT 2022-2024
✓	Clark Hallpike	SBCT 2022-2024	✓	Steve Wood (Treasurer)	NON-VOTING 2022-2023	✓	Lisa Del Giudice (Comms Liaison)	UAF1 2023-2025
			✓	Laura Haske (Secretary)	NON-VOTING 2022-2023			

Member Guests: Todd Ramljak, Bilal Hussain

1. ANNOUNCEMENTS

- a. **Professional Expense Funds.** The deadline to submit full-time professional expense funds from last year is February 28.
- b. **Achieving the Dream Coaches Visit.** Friday, April 19, 10:00 AM - 11:00 AM - Faculty participation is encouraged. In-person attendance is preferred, but interested faculty can participate online with this Zoom link: <https://elgin-edu.zoom.us/j/98050076086>.

2. APPROVAL OF MINUTES

- a. Jessica moved to approve the February 7, 2024, senate meeting minutes. Stacey seconded. The motion carried.

3. TREASURER'S REPORT: STEVE "WOODY" WOOD

- a. The report was accepted.

4. PRESIDENT'S REPORT: LORI CLARK

- a. Attended: meeting with LVPA Instructional Coordinators, meeting with HR (grievance issue), meeting with Emily Kies (safety drills), meeting with Dr. Sam (academic calendar, late enrollment), meeting with Dr. Heinrich and Anthony Ray (D2L and AI, health clinic, LVPA renovation), and grievance team meeting.

Senators asked about the D2L topic. Ruby gave additional information about D2L using college information to train its AI. Our contract doesn't allow them to use ECC's information. Colleges must consent, but some colleges are participating.

- b. **1st Vice President's Report: Stacey Shah.** Attended: VP/CHRO/ECCFA meeting (general election day, Sikich, Building K Concerns, library system communication), meeting with LVPA Instructional Coordinators, meeting regarding seniority issue, and safety drill meeting with Lori and Emily Kies.
- c. **2nd Vice President's Report: Terri Birch.** Attended: professional development sessions on EDI, Illinois Community College Faculty Association (ICCFA) meeting, and SLAAC.

5. COMMITTEE REPORTS

- a. **Elections - Chris Cunningham.** More time was requested for nominations. The committee extended nominations until March 11.
- b. **Membership - Terri Birch.** Senators asked for a count on each bargaining union. Terri is working on getting that. HR has not been notifying people about entrance into the bargaining unit. That might be something to add to the contract. Terri is updating the list she has as best she can. A Senator suggested that Article 2.2 of the Contract makes a list of members necessary for negotiations.
- c. **COPE**
 - i. Stacey moved to adjourn to COPE. Tammy seconded. The motion carried.
 - ii. **Early Voting.** All Kane County residents can vote early on campus on March 5 and 6.
 - iii. **Truman Dinner Advertisement.** Kim has extra tickets to the [Truman Dinner](#) from the Elgin Trades Council. Let her know if you want to go. Luis wants to go.

- iv. Jessica moved to adjourn from COPE. Kim seconded. The motion carried.

6. ELECTIONS & COMMITTEE REQUESTS

a. Committee Requests

- i. **Language Services Committee.** This committee aims to gather information about translation services so that the college can offer information in various languages. The committee's first meeting is this coming Thursday, February 29, from 3:30-4:30. There is flexibility with this meeting day/time if you are interested in serving but aren't able to make this meeting. Anthony Ray is the contact person.

b. Elections

- i. **Search Committee: CRSS/CPRS Instructor**

1. Joe Rosenfeld, Professor II of Human Services
2. Tina Ballard, Professor I of English
3. George Rosa

Jessica moved to approve the volunteers. Diane seconded. The motion carried.

- ii. **Search Committee: Associate Vice-President Student Services and Development**

1. Arturo Vazquez, Professor II of Psychology

Jessica moved to approve the volunteer. Kim seconded. The motion carried.

- iii. **Search Committee: Full-Time Maintenance Tech Instructor**

1. George Rosa, Associate Professor II of HVAC
2. Ranae Ziwski, Professor I of Accounting
3. Diane Kondratowicz, Humanities Unit Adjunct Faculty

Tammy moved to approve the volunteers. Patrick seconded. The motion carried.

- iv. **Electronic Voting: Diversity, Equity, Inclusion, and Accessibility Statement Committee.**

Lori reminded Senators that they voted electronically to appoint the following faculty members to serve on the Diversity, Equity, Inclusion, and Accessibility Statement Committee.

1. Amanda Hirsch, English Unit Adjunct Faculty
2. Kris Campbell, Professor I of Mathematics

7. OLD BUSINESS

- a. **403(b) Fees.** Chris provided the responses he received to the questions he asked about the 403(b) plan fees. See [Addendum A](#). Jessica is the point of contact moving forward on this. Formerly, it was Clark.

- b. **Construction Concerns.** The administration will work on getting pay for adjuncts who attend construction meetings. They plan to do the meetings on Fridays to make it easier for people to attend.
- c. **Building K Concerns.** Peggy and Anthony are looking into why Building K is still not back in order after the move.
- d. **Embedded Wellness Professionals.** Lori suggested the idea to the administration. They seemed receptive.
- e. **Safety Drills.** Starting in Spring 2025, the college will stagger drills, some in the morning and some in the afternoon. They will also put a four-hour cushion between them to avoid interrupting the same class twice. Senators asked that there be no drills the week before spring break since exams are heavy that week.
- f. **Math Classrooms.** Chris is meeting with IT to discuss math classroom concerns next week.

8. NEW BUSINESS

- a. **Health Clinic.** The health clinic should be launched in Building K next Fall. It will benefit students and faculty.
- b. **Dual Credit Progress Forms.** Patrick reached out to Sean Jensen about the forms dual credit students require. They are coming from a third party. How do we know if they are legit? Is it a FERPA concern? Ryan said the forms have been in place for the last three semesters. The electronic version was implemented to make the process easier for faculty.
- c. **ECCFA Honorarium Review.** Kim would like to meet to discuss ECCFA honorariums and work to make sure they're equitable. See [Addendum B](#) for Current ECCFA Honorarium Amounts. This work must be done before the all-membership meeting since any increases or new honorariums would need to be approved there.

9. ADJOURNMENT

- a. Tammy moved to adjourn the meeting. Diane seconded. The motion carried.

Addendum A: 403(b) Questions & Answers: Reported by Chris Cunningham

These questions are regarding the flat fee of \$7250 per quarter (\$29000 per year) that will be divided evenly among every participant in a 403(b) plan starting at the end of the year. Depending on the number of participants, this will be something between \$20/year and \$160/year. The fee was paid by ECC for the first year.

Q (Chris): Why was the fee kept secret from the beginning?

A (Lesia Gemelli in HR): Advisor fees, along with the OneAmerica fees, were discussed at the planning committee meetings in the year leading up to the transition.

They were also housed under My Documents, Plan Documents on the OneAmerica website. I have attached the one that was posted before the decision for ECC to pick up the fees for the first year. Please see the bottom of the last page. There is still a "403(b);457(b) Participant Fee Disclosure" on the OneAmerica website, but the current one does not have the advisor fee listed since participants will not be paying it this year and it is a *Participant* Fee Disclosure. However, I will ask OneAmerica if it is possible to include the fee, even if it doesn't apply to participants in the first year. If they cannot, we will see what else we can do to have the information posted and we can also work to add the information to my.elgin.

We will have an annual investment review meeting. The first will be towards the end of this month. Jessica Carpenter will be there to represent ECCFA.

Q: When we get the notice that a new fee will be added, is there any way to get the money out of the plan at that time? For example, if an employee put only \$200 in the account, they would be interested in removing the money before getting charged the flat fees since a flat fee of \$20/quarter will very quickly erase that money. My understanding is that money placed into a 403(b) plan cannot be removed, but maybe notice of a fee change gives an opportunity to do something.

A (Gretchen Radach at Sikich): you may receive a distribution from certain accounts prior to termination of employment provided you satisfy any of the following conditions:

- you have attained age 59 1/2. Satisfying this condition allows you to receive distributions from all contribution accounts.
- you incur a disability
- Qualified reservist distributions

Although you may receive an in-service distribution from accounts which are not 100% vested, the amount of the distribution cannot exceed the vested amount in the distributing account.

- You may withdraw your rollover contributions at any time

Q: What mechanism stops the fees on the account from changing again later on? Or will we only get 30 days notice when the fees change again in the future?

A (Gretchen Radach at Sikich): Fee disclosure notices are furnished 30 days prior to changes. As a reminder, ECC generously picked up the advisor costs for the first year to allow accounts to get established and settled.

This flat fee is similar to the fee participants were paying to OMNI with the previous providers, but has the opportunity to decrease as participants establish accounts. The OMNI fee is no longer charged, so this isn't an additional fee, it is in lieu of, the OMNI fee.

Around the fourth quarter of 2024, a new fee disclosure notice with the advisor fee that we discussed will be generated and distributed so participants are informed. With a three-year pricing guarantee, it is unlikely that additional updated fee disclosures will be furnished, though they may be provided annually as a courtesy, but without changes to the fee structure. After three years, we benchmark the plan against others of its size in the industry and look to negotiate lower fees on behalf of participants, if possible.

Q: What should we recommend for employees who put a small amount of money in the 403(b) plan without knowing about the impending flat fee? The flat fee will appear soon and wipe out not just gains but also the principal of that money quickly. What should we tell those people?

A (Gretchen Radach at Sikich): You may wish to encourage those colleagues to use the time that ECC is paying the fee to increase their deferrals.

Also, many employees have balances with other providers. They can rollover those funds and consolidate their accounts into the lower cost option with OneAmerica.

We are here to help employees walk through that process. Please feel free to share my contact information with anyone who needs help:

Gretchen Radach, MBA
Senior Relationship Manager
O: 312.648.6644
gretchen.radach@sikich.com

Addendum B: Current ECCFA Honorarium Amounts

	Annual Release Time Credit	Vol. Overload Multiplier	Release Time Annual Amount	Proposed Annual Honorarium	Total Annual Comp.
President	7	941	6587	0	6587
1st VP Stacey Shah	2	941	1882	800	2682
2nd VP Terri Birch	2	941	1882	800	2682
3rd VP Amanda Hirsch	2	941	1882	800	2682
Secretary Laura Haske	1	941	941	1700	2641
Treasurer Woody	1	941	941	1700	2641
Grievance Tim Anderson	2	941	1882	800	2682
Grievance Peter Han	2	941	1882	800	2682
Membership Terri Birch	1	941	941	1120	2061
Social Media Jessica Carpenter	0	0	0	599	600
Webmaster Tammy Ray	0	0	0	599	600
Sentinel/Communications Liaison NONE	0	0	0	599	600
Negotiations Chair*					
Ryan Kerr	2	941	1882	2000	3882