



FEDERATION OF
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FACULTY AND
PROFESSIONALS
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ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION Senate Meeting on May 13, 2009

Sarah Dye, President, presiding

Beverly Augustine	Shawn Mikulay
Rick Bonnom	Lori Clark
Bill Demaree	Sumitra Duggirala
Sarah Dye	Scott Vaszily
Clark Hallpike	Linda Hefferin
Cindy Hutman	Tim Kaar
Crystal Kerwin	Dan Kocher
Dave Lawrence	Marcia Luptak
Luis Martinez	Gary Norden
Mary Peterhans	Howard Russo
Manuel Salgado	Sue Ford
Elizabeth Becker	

Absent: Nicole Scherger

Meeting called to order by Sarah Dye at: 3:02 p.m.

Guests:

ECCFA Scholarship Winners, Sponsors, and Committee: Janet Heuser (Linda Hefferin); Veronica Jones (Elizabeth Becker); Tracy Gerdau (Kim Tarver); Steven Trail (Chairperson); Beverly Augustine; Marilynn Binda; Michele Noel (Mark Carriveau, photographer)

Branding Committee: Paula Amenta & Tim Kaar
Dr. David Sam

Guest Reports:

Branding Committee Report

Paula Amenta reminded us that we had seen the boards with the ECC mark. They are collating the feedback today. Did we have any questions? One of the most misunderstood words: branding. This is only step one of ten for the whole process. Once the mark is complete we must establish design standards, like brochure backs. They will all look like they come from the same "family" with font and style. They will be redoing marketing materials over the summer. Important to know the big part of branding. The symbol only has meaning if build around it, build the meaning of what ECC is into a whole marketing plan.

Tim Kaar said that where we are going with it is much more than the logo and surveys are underway. Paula Amenta said this is step one of many. When we come back in the fall we will see how this unfolds. It impacts signage in new buildings, for instance. Creates consistency with integrated strategy that builds more meaning, gives more strength to what ECC is. They surveyed 12,000 people, 1500 completed, 2/3 were graduates or students. Words that were the top for what mark means were inspiring, welcoming, well-respected.

Dan Kocher asked what is the timeline for the next steps.

Paula Amenta said that next comes design-standards, rolling out a series of materials focused for summer. By fall they should be about 50-75% through the process. Walk around campus to see brand integrated across campus. The whole process will take up to three years.

Shawn Mikulay asked if we can get the mark for our syllabus?

Paula Amenta said it should be on the web to download in a variety of forms.

Mary Peterhans asked if they could send out an e-mail announcing that it is available.

Paula Amenta said she will send an e-mail and post on the website.

Dr. Sam said he first wanted to thank us for our contribution towards the success of the referendum. It was a ringing endorsement. More importantly, the economic environment predicted a defeat so winning is a ringing endorsement, very significant. Coalition that got this done will not go away. We will build on it for future.

The college is in the process of selecting a financial advisor. Decided not to just stay with the old company. Three bids came in. He doesn't know results yet.

Ground-breaking on building is scheduled for March. Library, health career center should be ready fall 2012. Staff parking lot will be gone. They are looking at other appropriate places on campus for this. Looking for a place for the staff training center. RFP process has to go to 33 municipalities. They will pick the best locations.

In terms of Fountain Square, an entity has expressed an interest. The BOT wants to sell it. They are working on the details. The plan is still to move out of FSQ in the near future.

Spartan Rd. doesn't belong to us; it belongs to the city. City is doing everything possible to get the road fixed. Could be closed shortly to start work on it.

Tonight is GED graduation—a wonderful time for us. The beginning for most students.

College commencement is next Friday, shifted to Friday in response to request for families who want to attend.

A major initiatives through ICCB and foundations around the country is Achieving the Dream and we have qualified to be a part of it. It will be good for us. We will announce our participation the middle of June.

Joyce Fountain asked what happens to the programs from FSQ.

Dr. Sam said one possibility is a brand new building for those programs. If we go that route it will happen after 2012. Haven't determined the location on campus, it will be after 2012. One of the strategies is to buy some land next to us. The price may be right given the market. Some buildings are industrial but will be able to do changes to make them usable for those programs. Timeline, buy by summer 2010.

Presentation of scholarships.

Secretary's Report: Cindy Hutman

Shawn Mikulay moved to approve minutes from the April 29 meeting. Luis Martinez seconded.
Approved. One abstention

Treasurer's Report: Linda Hefferin

See attached.
Accepted.

President's Report: Sarah Dye

See attached.

Sarah Dye reported that the alumni room adjunct office looks nice but no there are no filing cabinets. They did incorporate some more private areas.

Cindy Hutman asked who will be assigned to this space.

Sarah Dye said the deans will handle that. Part-timers will be asked by deans if they want to move there. ATC room for part-time offices is almost finished. Nice space, no file cabinets there either.

Senator Nolan had a meeting. The Elgin Teacher's Association was kind enough to invite the annuitants to go and they invited ECCFA representatives to go. It was interesting. Anytime Senator Nolan has a meeting we should make sure that an ECCFA representative is present, signs in and speaks to him. We need to stay in touch with him. Very rational although his endorsements were not the same as ours in the last round of legislation. He indicated that he had seen other people connected to the college but not ECCFA people. He listened. Jane Lehmann spoke, very eloquent, did a very nice presentation.

1st Vice President's Report: Luis Martinez

No report.

2nd Vice President's Report: Sue Ford

No report.

3rd Vice President's Report: Dave Lawrence

Dave Lawrence reported on the PB jam. He said the goal had been to make 1200 sandwiches. They made 1329. 8 organizations participated, over 40 students, over 20 faculty. It took three hours and was a fun time.

Communication Liaison's Report: Bill Demaree

Last Sentinel is Monday and contains mostly year-end reports.

Committee Reports:

Academic Policy: Dawn Munson

See attached.

Academic Computing: Mary Peterhans

No report

Alliance for College Readiness: Alison Douglas

No report

Amendments Committee: Dan Kocher

No report

Assessment Committee: Shawn Mikulay

No report. Linda Hefferin reported that the committee was going to be doing less of the hands-on work of assessment and focusing more on results. They wanted to take on a Writing Across the Curriculum project which is a real deficit of our students. They are excited about that.

BOT Finance Committee: Linda Hefferin

See attached

Branding Committee: Tim Kaar

See above.

COPE: Ron Kowalczyk

No report.

Curriculum Committee: Maureen Lange

No report

Elections: Bill Demaree

See attached.

Faculty Development: Beth Santell

See attached.

FAV's: Dan Kernler

See attached.

Grievance: Howard Russo and Sue Ford

See attached.

Insurance: Sarah Dye and Howard Russo

No report

Sarah Dye said that usually we anticipate a 10% rate increase but it appears to be coming in under 10%.

IT: Tim Kaar, Dan Kocher and Sarah Dye

No report Still waiting to hear about status of committee

Learning Communities (Steering): Alison Douglas

No report.

MAGIC: Joyce Fountain

No report

MFA: Dan Kernler

No report

Membership: Tim Anderson

See attached

Negotiations: Dan Kernler

See attached.

SEM: Eartha Collier and Clark Hallpike

No report

Strategic Planning Committee: Phil Garber, Elizabeth McNulty and Candy Moore

No report

Student E-mail Rollout: Time Kaar and Dan Kocher

No report

Survey Analysis Committee: Dan Kernler

No report

VP for TLSD Search: Roger Ramey

No report

New Business:

Sarah Dye reported that we need to allocate more money for ULI. We need \$335 to cover the total cost Dan Kocher moved to approve \$335 more for ULI costs. Howard Russo seconded.

Dan Kocher asked if we had the funds available.

Linda Hefferin said we had allocated some money that we didn't use for equity week, \$250, We also didn't use all of our printing budget--\$600. We had one extra scholarship but we can support that from our current budget without going in the red. We didn't go to AFT conference so we have \$8000 still sitting out there.

Manuel Salgado asked if fall budget comes from different money?

Sarah Dye said, yes, that is the next budget year.

Dan Kocher called the question.

Approved.

Special Orders

1. Grievance Committee: Janet Flynn (representing MSLEP/run-off finalized from April election cycle)
2. Assessment Committee: Marge Schildknecht (LIB; to replace Stacy Shah who replaced Linda McEwan for Spr2009)
3. AFT Great Lakes Summer ULI Applications: Janet Flynn (Grievance Administration I); Susan Ford (Grievance Administration II / commuter rate); Ron Kowalczyk (Introduction to Negotiations); Luis Martinez (Introduction to Negotiations); Roger Ramey (Grievance Administration II [NOTE: approved last September and already included in the budget: Sarah Dye (Grievance Administration II) and Howard Russo (Introduction to Negotiations)])

Cindy Hutman moved to consider as consent agenda. Howard Russo seconded. Approved.

Howard Russo moved to approve consent agenda. Marcia Luptak seconded. Approved.

Old Business

Luis Martinez said that EOS party was to be at Carminas, There are two options: a private room with a window into the bar or a section of the restaurant, close to the bar which has access to the outdoors. Wait until Monday to let him know what we want depending on the forecast. He doesn't know how many people will attend and he is concerned about space. He asked if we should invite SECCA and administration? We need to also fine-tune the donation part of the party, too. He said the prices are reasonable. Arturo's band can play but they prefer to start at 5:30-6 because people in the band have to get off work. The day needs to be finalized: Wednesday? Thursday? Wednesday is a concern because especially adjuncts may have exams later in the day. No exams on Thursday but faculty are grading and some may leave campus early. He is concerned that we will lose faculty if we do it on Thursday.

Linda Hefferin reminded us that we start the party later for SECCA and administration.

Linda Hefferin asked how much Arturo's band is charging.

Luis Martinez said about \$300.

Linda Hefferin said that anytime we have something college-wide, sometimes the VP or President throw in money.

Luis Martinez suggested that people listening can tip to pay the band.

Linda Hefferin asked about money charged for appetizers. She said we ran out at Christmas and there was a room fee.

Luis Martinez said there is no room fee. He asked how many people we could expect.

Several people responded 60 at the most at any one time

Sarah Dye said that at Christmas we gave them an amount of money and said give us as much as you can for that money so they pick the least expensive appetizers.

Howard Russo moved that we spend \$250. Rick Bonnom seconded. Approved.

Luis Martinez and Sarah Dye will go to Vince and Dr. Sam to see if they will contribute some money.

Marcia Luptak suggested we do the party on Thursday because some people have to teach Wednesday.

Marcia Luptak moved to have the EOS party on Thursday from 4:30-7:30ish. Rick Bonnom seconded. Approved. One opposed.

Sarah Dye said we need to work out scholarship donation. Motion by e-mail did pass.

Luis Martinez said that there are two options, Senators can go to constituents to donate. Or one or more people can centralize the collection. Marcia Luptak will collect at FSQ.

Sarah Dye said that checks should be made out to the ECC foundation,

Linda Hefferin said we can also take payroll deduction. Could do either one. The donations will be for Dr. Sam's new scholarship project.

Sarah Dye said it is being funded originally from BOT but as more money comes in, they will do it in \$1000 amounts as the money builds up. The criteria for recipients will be set by Dr. and Mrs. Sam, international and foreign students with financial need.

Manuel Salgado said there are different visa statuses for international students. F1 is the traditional international students. They are committed to return to their home country. These students have to demonstrate financial backing of sponsor from native country. He is not opposed to giving some assistance because some of these students still have needs but they do have financial support from country of origin.

Luis Martinez said that either F1 or J1 status have to show they have the money for education.

Rick Bonnom said there has been a substantial increase in the amount they have to show to get these visas.

Manuel Salgado asked about a form to take to constituents with the option of a check or payroll deduction.

Sarah Dye said the invitation for the party needs to go out and she will help Luis Martinez.

Professional Expenses Taxation issue, Shawn Mikulay is working on.

Sarah Dye said she has a copy of the original memorandum from fall 2008. She talked to Jennifer Marsh about discussing this with a tax expert. She said it could be construed as a change in benefits and we may have missed our opportunity to grieve this. They will keep us informed. The issue is tabled for the time being until we have more information.

Shawn Mikulay said he tried to read the tax code. It is not clear whether or not this is taxable. Should be deductible later on but would have to do specially.

Dave Lawrence said there is a limit to how much we can deduct it.

Tim Kaar asked if it was just an attorney that Jennifer Marsh spoke to or was it a tax attorney.

Shawn Mikulay says the document that HR provided doesn't justify this change.

Tim Kaar said if the expense is necessary to perform the duties of our job, it shouldn't go into ordinary income. Definition of professional expense regulations indicates we have to use the money for things necessary to do our job.

Dave Lawrence suggested a tax account, Debbie Archibald, from Schaumburg, who might be able to help us. Cindy Hutman will contact her, if necessary.

Elizabeth Becker moved to table this issue. Marcia Luptak seconded. Approved.

Meeting dates for next year.

Sumitra Duggirala asked if we can move the meeting time.

Sarah Dye said that many have run for Senate based on a 3-5 time frame. We have to schedule our time so far in advance that assume it 3-5.

Linda Hefferin asked if there is anyone who cannot meet at 2? Howard Russo and Elizabeth Becker said they couldn't.

Sarah Dye asked if this was a teaching schedule issue?

Elizabeth Becker noted that in the spring we have Senate the day before grades are due. Could we change it.

Howard Russo said that moving the meeting conflicts with coordinators meetings.

Shawn Mikulay said it would be the day before grading day but grades are not due until the next

Monday.

Elizabeth Becker said it is not as much of a problem, then.

Sarah Dye said the major thing is turning this over to Becky Knopke so we get our room.

Linda Hefferin said not all meetings need to go to 5 p.m.

Shawn Mikulay moved to approve the proposed dates. Sue Ford seconded. Approved.

New Business

Elizabeth Becker asked if we can clear the day after Opening Day so we can actually prepare on that day? She said that some of the meetings on Thursday have meaning--ECCFA meetings, students convocation, division meetings, etc. If meetings are worthwhile on Thursday we will be there. But if not meaningful then many faculty go to their offices to get some work done. If they don't go to the workshops because they don't see connection between aromatherapy and their work they maybe the meetings aren't worthwhile.

Sarah Dye said that contractually we have to be here on Thursday and Friday but they can't require us to actually be in the meetings.

Elizabeth Becker asked if we are on campus and working on courses, we are okay?

Marcia Luptak suggested that we have faculty contact the Opening Day committee and say the meetings aren't interesting and give some alternate ideas.

Sarah Dye said that we do have representatives sitting on the Opening Day committee.

Luis Martinez said he was on the committee, but meetings are scheduled when he is teaching. He said he was really surprised to see the list. There is nothing there that is interesting from a teaching perspective.

Marcia Luptak said the attitude in the past was that it is supposed to be a fun day for people to interact. We need to say what we want to do.

Elizabeth Becker said that some faculty may really enjoy but others may want to take that time to get work done.

Sarah Dye said that is considered a convocation for staff. There is only one break-out session scheduled for fall. The second time slot is going to be devoted solely to learning communities stuff. They want to introduce other approaches to doing learning communities.

Sarah Dye said that we need to invite Dr. Vince Pelletier to Senate to hear us talk about it.

Cindy Hutman asked to have the issue of hiring committees put into new business so we can address it in the fall. We are hearing of inconsistencies in how HR is handling the committees. Faculty are complaining about unrealistic deadlines, some members being allowed to take application materials out of HR, other faculty required to read applications in HR, "certification" of the applicant pool being handled arbitrarily and much time wasted by well-meaning faculty on committees that then don't produce a candidate.

Division Issues

Sarah Dye reminded us that the officers will meet with Jennifer Marsh on May 28 to do the needs survey. The budget will be hammered out over the summer.

Manuel Salgado raised the COL101 issue. John Coffin did clarify that they do not offer it to union faculty first. It is offered to counselors, former teachers and then he opens it up. According to John Coffin, he talked to Sue Ford and someone else in ECCFA and they agreed to this process.

Marcia Luptak said that counselors are assigned by seniority but she doesn't believe it is done by seniority after it leaves counselors.

Rick Bonnom said that John Coffin thinks he doesn't have to follow the contract.

Sue Ford said they have to choose anyone on the faculty who is qualified and then offer to anyone.

Marcia Luptak said he doesn't do that.

Sarah Dye asked if this should be turned over to grievance.

Manuel Salgado said he doesn't think anyone has denied because not that many union faculty want it.

Linda Hefferin said it goes to grievance if they are not following contract.

Sue Ford said we need to put it in writing and address it.

Marcia Luptak said that by not following the contract, if we don't grieve it, they are setting precedent.

Manuel Salgado said that deans don't think there is a coordinator coming for this next year.

Dave Lawrence said that John Coffin has said on several occasions there are plenty of classes. However, the choice times do not go to senior faculty.

Marcia Luptak said there are typically 45 sections for fall, only 15 for spring.

Sarah Dye said it is in the hands of grievance.

Dan Kocher reported that the amendments committee had done two drafts. They have straightened out some language, including streamlining officer job descriptions, some suggestions for volunteer activity coordinator. Moved communications liaison to a Senate elected office. Amendments was made into an ad hoc committee.

Sue Ford said that they separated Sentinel editor and communication liaison and made these appointed by the President with Senate approval.

Dan Kocher said they were also working on electronic ballots.

Marcia Luptak said that we put UAF's together. This needs to be addressed.

Dan Kocher said they have accommodated for some of that.

Sue Ford said another issue is if a UAF1 senator becomes UAF2 during term, remains Senator for UAF1.

Sarah Dye reminded us to check our e-mail for electronic voting through the summer.

Elizabeth Becker moved to adjourn. Marcia Luptak seconded. Adjourned at 4:25 p.m.

Respectfully submitted by Lucinda Hutman, ECCFA secretary