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*Call to Order 3:05 pm: Luis Martinez*

**ROLL CALL:**

Elizabeth Becker, Jessica Carpenter, Mary Elfring, Sue Ford, Patrick Gordon, Clark Hallpike, Terri Martin, Luis Martinez, Christina Marrocco, Dawn Munson, Patricia O'Brien, Mary O'Sullivan, Joel Peck, Roger Ramey, Joyce Ross, Howard Russo, Eleanor Swanson, Kimberly Tarver, Scott Vaszily, Web Master: Tammy Ray

Absent: Heidi Brelsford, Diane Flahaven, Liddy Hope, Jennifer Jeschke, Loretta McCallister, Warren Peto, Danielle Straub

**RECOGNITION OF VISITORS & GUESTS**

**REPORTS –**

SECRETARY'S REPORT: KIM TARVER- APPROVAL OF MINUTES OF NOVEMBER 26, 2014 MEETING (RECORDED BY JESSICA CARPENTER) PAT O'BRIEN AND MARY ELFRING MOVED AND SECONDED. MOTION PASSED.

The following motions were made electronically upon the recommendation of Luis Martinez, President and were moved and seconded by Scott Vaszily and Howard Russo: 1) Members Ruby Sanny, Dennis Lynch, Keith Lewis, Manuel Salgado, and Anu Gupta to serve on the Academic Policy Committee Panel; 2) Clark Hallpike to serve as the MAGIC Rep on the HR Search Committee for the Director of Talent Acquisition; 3) Extend the due date for the Faculty Evaluation and Tenure Handbook Committee to February 15. All three motions passed.

A motion was made electronically to extend the annual Alisa-Smith Riel Memorial Donation to her children in the amount of \$500.00 Jewel Food Store gift cards. It is not clear if the motion was seconded.

TREASURER'S REPORT: ROGER RAMEY

No changes.

PRESIDENT'S REPORT: LUIS MARTINEZ

He met with Dr. Sam yesterday.

Discussion with Sandi Brown regarding Safety Training clarifying which components are mandatory. Safety and Security are beyond the "Shots Fired" component and the sessions on back injury are important, but not required. There is still confusion. Howard's interpretation is that mandatory components must be available in multiple modalities. It seems that the "Shots Fired" component will be available online in the fall of 2015. Negotiation table notes support this interpretation of the contract. The ECCFA encourages faculty to participate in these workshops regardless of the current offerings. Being informed regarding safety in the classroom is every faculty member's best interest. The matter of thumb locks on doors and inconsistency on campus was also raised. Discussion continued regarding high risk areas.

1<sup>ST</sup> VICE PRESIDENT'S REPORT: JESSICA CARPENTER

She sent copies of the ECCFA Brochure that she and Joyce Ross created. They are developing one for IFT/AFT and there is potential for additional topics. Safety procedures under review on APC is still in process. There are also full time excess loads that Jessica has not received.

She met with Janelle to discuss longevity and the final pay in 2015. They want to hold off on longevity step to avoid revoking or asking for dollars to be returned. Discussion clarified that a hold should not occur for folks in step 20.

Payroll dates January 1, 2016 is a Friday. The proposal is to delay the pay date to Monday to avoid either 25 or 26 pay periods. 27 pay periods could have significant impact on annual income. Ellie and Luis will meet with Janelle to come to resolution.

#### 2<sup>ND</sup> VICE PRESIDENT'S REPORT: SUE FORD

She is still getting excess load requests involving ~23 part-timers.

#### 3<sup>RD</sup> VICE PRESIDENT'S REPORT: HEIDI BRELSFORD

#### COMMITTEE REPORTS -

##### **Negotiations-** (Howard Russo)

**Grievance-** (Sue Ford) Meeting Friday to address current load issue; lab coordinator pay in culinary is in progress; professional expense reimbursement matter will require examples to substantiate concerns of denial and/or approval.

Question was raised to encourage faculty to spend their professional expense benefit. It is acknowledged that dollars out of pocket up front may be a hardship.

##### **COPE** (Joyce Fountain)

#### ELECTIONS & COMMITTEE REQUESTS

- There is an opening to replace Leticia Starkov on Curriculum Committee.
  - Senators are requested to recruit an alternate representative from that division.
- There is an opening to replace Maria Kazmi's senate seat and Snack Coordinator.
  - Kimberly Tarver has requested a volunteer to serve as HP Senator.
  - Snack Coordinator- Dawn Munson volunteered. Senators are requested to contribute \$10.
- Tim Anderson has volunteered to serve on the ECCFA Elections Committee.
  - Discussion- There is a need for a UA1 and a UA2 to serve. There have not been any volunteers. Ellie Swanson and Marge Schildknecht are serving as co-chairs.
  - Elizabeth Becker moved and Pat O'Brien seconded to elect Tim Anderson to the Elections Committee. Approved.
- There is a request by Dr. McGee for the following faculty members to serve on the Math Faculty Search Committee: Terri Martin as MAGIC Rep, Nicole Scherger, Chalyce Deterding, Dan Kernler, Ken Benyon, Naima Bahaji, Catherine Moushon, and Gary Grohs.
  - Concerns regarding the online diversity training. This is HR's role. Roger Ramey moved and Sue Ford seconded motion to approve. Approved.
- There is a request by Dan Kernler; the following members have volunteered to participate in the Mentor Pilot Committee- Liz McNulty, Tim Anderson, Patrick Gordon, Lori Jones, Sarah Burkhart, Joyce Ross, Grant Shubert, and Steve Trail.
  - Joyce Ross has since declined.

- Elizabeth & Jessica moved and seconded to approve the faculty presented with the exception of Joyce Ross. Approved.

## **OLD BUSINESS**

- ECCFA Bulletin Board (ECCFA Contract, Article II. 2.4)-
  - Rose is requesting options for location and Luis will inform her of our preferences.
- Clarification: ECCFA Donation to Spartan Food Bank
  - The ECCFA supported with food donations and cash donations collected.
  - Will the ECCFA consider matching funds? The treasurer stated that further funds are not budgeted.
- Alisa-Smith Riel Memorial Fund
  - Elizabeth Becker and Jessica Carpenter moved to approved \$500 Jewel Gift Card for the family. Approved. Christina Marrocco will purchase the card and share it with the Riel-Smith family.
- ECCFA Emails subjected to FOIA and exploring utilizing personal emails.
  - Secure website may be an option but will require dollars and more work to manage.

## **NEW BUSINESS**

- The Illinois Community College Faculty Association is accepting applications for Research & Workshop Grants through April, 2015. (Refer to addendum for the application.)
- ECCFA Brochure (Jessica Carpenter) (addressed in VP report)
- Elgin Trade Council (Howard Russo)
  - There is a new president and he is concerned with membership in the trades. There is interest in focusing on local issues versus global or national issues. Route 64 to County Line Road is the territory. They will be seeking other local membership, support and participation. Our cost is 10 cents a month per member.
  - SSECCA is interested in having lunch/dialogue with ECCFA leadership.
- Dr. Mao requests a list of faculty committee participation for reference in appointing faculty to a tenure committee.
  - Luis Martinez refers him to Marcy Thompson for a list of who is serving on tenure committees.
  - It sounds like he wants to know who is serving on committees and who is not.
  - ECCFA is in the process of creating an up to date list for ECCFA information and internal purposes. It is not intended to be shared.
- An error has been found in the contract. Refer to page 23. Heavy Lab = \$1012. Article 4.26, the chart on page 23

## **DIVISION ISSUES- NONE**

### **Adjournment:**

Roger Ramey and Pat O'Brien moved and seconded motion to adjourn at 4:45 pm. Passed.

### **NEXT MEETING: January 28, 2015**

### **2015 SPRING SEMESTER**

Wednesday, February 11, ECCFA Meeting 3:00-5:00, C-120

Wednesday, February 25, ECCFA Meeting 3:00-5:00, C-120

Wednesday, March 11, ECCFA Meeting 3:00-5:00, C-120

Monday, March 23- Sunday, March 29, Spring Break

Wednesday, April 1, ECCFA Meeting 3:00-5:00, C-120  
Wednesday, April 15, ECCFA Meeting 3:00-5:00, C-120  
Wednesday, April 29, ECCFA Meeting 3:00-5:00, C-120  
Wednesday, May 13, ECCFA Meeting 3:00-5:00, C-120  
Wednesday, May 13, ***Semester Ends***  
Thursday, May 14, *Grading Day*  
Friday, May 15, *GED Graduation*  
Saturday, May 16, *Graduation*

## **Committee Reports**

### **Faculty Development Committee (Marta Walz)**

The application deadline for Sabbaticals is January 30, 2015.

4 sabbatical will be awarded to eligible full-time faculty (2 academic semester and 2 summer semester). Additionally, 2 sabbaticals will be awarded to eligible unit adjunct faculty that can be taken during an academic semester or year.