

Wednesday, September 20, 2017

SENATE MEETING MINUTES
3:00 PM – 5:00 PM, Room C-120

Called to Order at 3:05 by Luis Martinez

WELCOME:

LUIS WELCOMED STUDENT REPRESENTATIVES FROM STUDENT GOVERNMENT, WELLNESS, PEER EDUCATORS, OLAS, AND OTHER GROUPS. LATINX MONTH IS UNDERWAY. THEY ARE HERE TO ADDRESS SENATE TO REQUEST FACULTY SUPPORT FOR AN UPCOMING EVENT. THEY IDENTIFIED THEMSELVES AS “THE NEXT GENERATION OF LEADERS.” THEY PROMOTED THE “DREAMERS IN ACTION” EVENT ON OCTOBER 13, 9-11 AM IN SPARTAN AUDITORIUM. ATTENDEES WILL RECEIVE A CERTIFICATE OF PARTICIPATION. THE EVENT WILL FEATURE STUDENT EXPERIENCES, A LOCAL IMMIGRATION ATTORNEY, STATE SENATOR CRISTINA CASTRO AND REPRESENTATIVE ANNA MOELLER. THEY ARE REQUESTING OPPORTUNITIES TO VISIT CLASSROOMS FOR 5 MINUTE PRESENTATIONS TO SHARE OPPORTUNITIES FOR STUDENTS TO PARTICIPATE. LUIS REITERATED THAT ECC IS A SAFE PLACE FOR STUDENTS. PARUL TALKED ABOUT K12 SCHOOLS TAKING PROACTIVE POSITIONS. DANIELLE REQUESTED OPPORTUNITY TO SCHEDULE A CLASSROOM PRESENTATION. THEY SHARED A PACKET OF INFORMATION THAT WILL BE SHARED ELECTRONICALLY. LUIS THANKED THEM FOR COMING TO SENATE AND WELCOMED THE OPPORTUNITY TO COLLABORATE.

Roll Call: Nicole Scherger, MSE, has volunteered to assume Janet Whatsitt’s senate seat with approval as Janet resigned to assume the chair of SLAAC.

Steve “Woody” Wood is subbing for David Reich and Jessica Carpenter is subbing for Pat O’Brien until she arrives.

Absent: Dawn Munson, David Reich, Mary Elfring, Ruby Sanny, Pat O’Brien, David Reich, Les McTighe

Name	Div/Term	Name	Div/Term	Name	Div/Term
Luis Martinez, (President)	Pres., 2016-18	Kris Campbell	MSE, end 2018	Diane Flahaven, (2 nd VP)	UAF2, 2016-18
Ellie Swanson	LRIE/A/CEWD, 17-19	Ruby Sanny	CABS, 2016-18	Danielle Straub	UAF2, 2016-18
Clark Hallpike	SBCT, 2016-18	Pat O’Brien	CABS, 2017-19	Pat Brutchin	UAF2, 2017-19
Patrick Gordon (1 st VP)	SBCT, 2016-18	Dawn Munson	CABS, 2017-19	Steve Wood, (Treasurer)	UAF2, 2017-19 Temp FT
David Reich	SBCT, 2016-18	Parul Raval	CABS, 2017-19	Tammy Ray	UAF2, 2017-19
Kimberly Tarver (Secretary)	HP, 2016-18	Open	UAF1	Mary Elfring	UAF2, 2017-19
Karen Taylor	HP*	Open	UAF1	Liddy Hope	UAF2
Les McTighe	LVPA, 2017-19	Open	UAF1	Open	UAF2
Bill Pelz	LVPA, 2017-19			Open	UAF2
Mary O’Sullivan	MSE, 2016-18			Open	UAF2
Open	MSE, 2016-18			Open	UAF2

*Michele Brynensen’s term

A motion to approve Nicole Scherger as MSE senator was made by Kris Campbell and seconded by Woody. Nicole agreed to serve the remainder of Janet Whitsitt's term. The motion passed.

RECOGNITION OF VISITORS & GUESTS

Tim Malone, Communications Committee Chair

Jessica Carpenter: Dual Credit and Faculty Research Community (FRC) (See addendum attached.)

- She is serving on FRC as co-chair with Virginia McHugh-Kurtz. She provided an overview of expectations and promoted the website. She asked for assistance with posting fliers in mailrooms and other locations for faculty. An electronic copy was shared with the agenda and will be shared with the minutes.
- Dual Credit Task Force faculty representatives are Jessica Carpenter, David Reich, Patrick Gordon, and Diane Flahaven. She wants to ensure that the English department is aware of the pilot. The administration plans to submit proposal at the October BOT meeting. The institution has written a very appropriate pilot, in the opinion of the faculty members on the committee. The faculty researched the law to identify legal restrictions and protections. The pilot is specific to ENG 101 and may include ENG 102. The pilot proposes a partnership between the HS and ECC faculty members; both will be compensated. There is language relating to travel and office hours. The ECC faculty member will go to the HS location and partner with the HS teacher to teach the class. Patrick noted that ECC faculty are teaching and ECC faculty will be the faculty of record. Simply put, ECC faculty are teaching with a HS teacher in the classroom. Discussion topics include: academic calendar conflicts; ability to withdraw or drop imitations include WD and Drop; past failure with such a program; cost of paying 2 instructors; work load including preparation and coordination time; pre- and post-assessment. Subsequent committee meetings will identify additional concerns and the negotiation team will work out issues. Patrick noted ECC faculty are being paid to teach a course. The plan is to start the pilot in Fall 2018. This is an opportunity to provide a national model, if successful. Nicole asked for selective attention to HS teacher credentials requiring Master's degree in the content area. Future considerations include the impact on Transfer vs. CTE or Vocational courses. Opportunities to teach will be available both full time and unit adjunct faculty.

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

SECRETARY'S REPORT: KIMBERLY TARVER

APPROVAL OF September 6, 2017 MINUTES

Corrections: Michele Brynelsen requested faculty to serve on search for full time nursing faculty and NOT program director. Catherine Incapreo & Karen Taylor were approved to serve.

Pat O'Brien and Ellie Swanson moved and seconded a motion to approve. The motion passed with 2 abstentions.

Treasurer's Report: Steve "Woody" Wood

He reported that the current membership data has been shared with IFT. He noted that we deleted 111 names from the IFT database and added 38 members from the IFT database. The membership data is a result of Mary Elfring's efforts and payroll information provided by HR.

He plans to attend the IFT Treasurer Workshop on September 28, 2017 with Luis Martinez. He will not be at the next senate meeting due to a conference for HVAC.

PRESIDENT'S REPORT: LUIS MARTINEZ

SSECCA- Their negotiations continue; he attended the BOT meeting in show of support for SSECCA. He ordered Costco pizza for SSECCA Negotiations Team lunch on behalf of ECCFA. He noted that SSECCA has scheduled a full membership meeting on Friday that will impact cafeteria hours.

Cafeteria: He spoke with Dr. Sam regarding loss of cafeteria staff. Luis is concerned that the cafeteria is being choked to justify out sourcing.

Diversity: Dr. Sam noted that 20% of ECC Faculty are members of underrepresented groups. He stated that this is close to the maximum level for colleges in Illinois. Statistics don't necessarily tell the story. Clark questioned why we would settle for mediocrity. Ellie questioned to what degree do the colleges reflect the community they serve, noting that some institutions serve homogenous populations. Concerns with information provided to search committees regarding representation in hiring pools. George noted that the pool must be certified and that the administration can override the faculty input. Clark noted that we need accountability at all levels. Nicole shared challenges and obstacles and would like to identify areas that we as faculty can have positive impact. Clark encouraged seeking faculty from outside a given department to serve on search committees. The senate was reminded that senate approves faculty serving on search committees and has the ability to impact the process.

"Chalk the Walk": Dr. Sam stated the sidewalks were power-washed the next day because shoes were tracking in chalk dust and staining the floors. So, it was easier to wash the sidewalks than the hallways.

1ST VICE PRESIDENT'S REPORT: PATRICK GORDON

A new extra-contractual chart, which has been revised and updated, is now available. The chart identifies pay rates for various tasks performed by bargaining unit members that are not otherwise identified in the contractual job description. (Incidentally, as a reminder, any request to perform extra types of work, beyond the types identified in the contractual job description or the chart, is appropriately the subject of negotiation.) To access the updated extra-contractual chart, you may go to the eNet calendar page, accessible through AccessECC, and in the search field, type "extra-contractual."

Note: faculty should consult the chart regarding extra work or assignments that are not in their job descriptions. If the work is not in your job description and it is NOT in the extra-contractual chart, the member should contact Patrick Gordon, Negotiations.

2ND Vice President's Report: Diane Flahaven

She is working on constituent lists and notes we do not have any UA1 Senators. She also noted that there are too few senators to adequately represent unit-adjunct faculty. Kris asked if Full Time Senators might assist with representing UAF members. Plan to consult the constitution for guidance.

3RD VICE PRESIDENT'S REPORT: VACANCY

Committee Reports - (REFER TO REPORTS SUBMITTED INCLUDED ON THE AGENDA)

Negotiations- Patrick Gordon- The extra-contractual chart may need some re-negotiation.

Membership- Mary Elfring – no report

Grievance-

Ellie Swanson submitted written report; see below.

Kris Campbell requests discussion regarding communication relating to grievance. She shared that Tim Malone is interested in replacing the Sentinel with a public blog. She suggests establishing an additional password-protected blog for members only to assist with communication of sensitive matters. Tammy shared that both email and the blog are digital and raised concerns with managing enrollment. Ellie invited Tammy and Tim to a grievance committee meeting to discuss logistics. Tim Malone, Communications Committee Chair, has agreed to oversee the public blog and would like to have additional members "blog." Kim will look into LeaderNet options relating to hosting the blog through IFT-AFT.

COPE- Luis Martinez

Kris Campbell and Patrick Gordon moved and seconded a motion to adjourn to COPE. The motion passed.

IFT Request: The Responsible Budget Coalition (RBC) wants to place an additional focus on Higher Education funding as part of its platform to push for proper funding of education and social services. They have created a subcommittee on Higher Education and are looking for participation from colleges and universities across the state. They have just a couple of asks for our locals that would be interested. Be willing to meet with local lawmakers about Higher Education Funding. Be willing to join a local/regional group that is part of the RBC. Attend the RBC retreat in Springfield on October 11. If you are interested or have any questions, please contact Luis Martinez or Kimberly Tarver.

Pat O'Brien and Woody moved and seconded a motion to adjourn from COPE. The motion passed.

ELECTIONS & COMMITTEE REQUESTS

1. At the last meeting, Patrick reported that a committee of 4 is needed to examine salary chart. Patrick Gordon, Mary Elfring, Jessica Carpenter and Kris Campbell volunteered. Discussion regarding a back room team is deferred to the committee for further review. Kris Campbell and Woody moved and seconded to approve Patrick, Mary, Jessica and Kris. The motion passed.
2. Greg Robinson requests approval of faculty to continue service on Administrative Procedures Review Cross Functional Review Teams. Pending: Christina Marrocco and Andy Erbach's positions remain unfilled. No changes.
3. Curriculum Committee: Leticia Starkov submits the following requests for Curriculum Committee. CABS: Manuel Salgado volunteered. Openings remain- **LVPA: One open seat. CABS: one open seat.** Kris Campbell and Pat O'Brien moved and seconded a motion to approve Manuel Salgado. The motion passed.
4. John Long requested one additional member for the Student Affairs Committee. Pat Brutchin and Tim Anderson to serve. A motion to approve Pat and Tim was by Pat O'Brien and seconded by Kris Campbell. The motion passed.
5. Janet Whitsitt requests Student Learning Assessment and Advisory Committee (SLAAC) faculty members as follows: CABS - 1; MSE - 2; SBCT - 2. No changes

OLD BUSINESS

- Contributions for Senate Snacks: \$20 for FT and \$10 for UAF to Mary O'Sullivan. (Luis collected money from Kim, Kris, Tammy, Pat, Patrick, Parul)
- Chalk the Walk Event: <http://www.chicagotribune.com/suburbs/elgin-courier-news/news/ct-ecn-ecc-daca-chalk-walk-st-0913-20170913-story.html> Information regarding DACA in addendum.

- Contracts are here! Kris divided the contracts by department; senators are asked to assist with distribution.

NEW BUSINESS

- Classroom Observation Workshops: CFD 501-300 Wednesday, October 11, 4:00-8:00 and CFD 501-301 Friday, October 13, 8:30-12:30. Instructors: Kimberly Tarver and Mary Perkins
- Community Crisis Center (Pat O'Brien)- They stated that a coat drive is not needed. They are requesting personal toiletries. Please note: no alcohol in mouthwash. Pat will contact Elizabeth Hultgren. Kris suggested we partner with SSECCA.
- **Union Leadership Institute** Union Leadership Institute (ULI) North courses are held at the IFT Robert M. Healey Center in Westmont, Ill. Tuition, travel and accommodations are provided through ECCFA. Send your application to Ktarver@elgin.edu by October 4, 2017. **The 2017-18 ULI North training sessions will be held on the following dates:** November 4-5, 2017; February 10-11, 2018; April 28-29, 2018
Single ULI weekend course: > Worksite Leader Training, November 4-5 ONLY (Great for folks interested in learning more about unions! Great for senators too! AND It's only one weekend!)
Three weekend-long courses: > Boot Camp for Union Leaders > Effective Grievance Administration
> Introduction to Collective Bargaining

DIVISION ISSUES

ADJOURNMENT – KRIS CAMPBELL & PAT O'BRIEN MOVED AND SECONDED A MOTION TO ADJOURN AT 4:45. THE MOTION PASSED.

NEXT MEETING: October 4, 2017 3:00-4:30 PM, C120

2017-2018 Meetings:

Fall 2017: 10/18, 11/1, 11/15, 11/29, 12/13

Spring 2018: 1/17, 1/31, 2/14, 2/28, 3/14, 4/4, 4/18, 5/2, 5/16

COMMITTEE REPORTS

SSI Coordinating Council, Dan Kernler

The Student Success Infrastructure has been working on getting new co-chairs (Dan Kernler and Peggy Heinrich) up to speed, as well as working on refocusing the mission and purpose. Look for a more detailed update soon, potentially with a call for more volunteers.

Committee Report: Faculty Development Committee

With decreases in UA membership numbers and a very active 2017 funding request docket the amount of money available for Faculty Development for our Unit Adjunct members is anticipated to be substantially less than in the previous several years. With that in mind, and after much discussion, the Faculty Development Committee voted yesterday to set the limit for FY2018 UA funds at \$2500.00 per faculty member. This amount may be split over several proposals or may be used as one large proposal (ex: graduate tuition). We have begun considering and funding the 2018 UA proposals as of yesterday, September 7th, 2017.

Please feel free to ask any committee member for assistance with proposals.

If you have any questions I will try to answer them.

Elizabeth Becker

Chair – Faculty Development Committee

Committee Report: Insurance

Members: Janet Whitsitt, Luis Martinez, Ellie Swanson

For plan year covering July of 2016 through June of 2017 the ECC insurance plan had a 2% increase in rates. Lundstrom

(ECC's insurance agency) representatives indicated that was a favorable rate. The HMO plan was utilized by 155 employees and had total medical and RX claims of \$1,683,446. This was somewhat higher than what was expected. The PPO plan was utilized by 287 employees and had total medical and RX claims of \$5,173,494. This was a bit lower than expected. For the HMO plan 3% of prescriptions were filled through mail order as opposed to a retail pharmacy. For the PPO plan the figure was 9%.

Open enrollment is coming up in October. HR will send out an announcement.

Please note: The college will no longer be sponsoring flu shot clinics as it has in some years previously.

Respectfully submitted,

Ellie Swanson, Janet Whitsitt

Committee Report: Grievance

Members: Howard Russo—LVPA (co-chair), Ellie Swanson—LRIE/ESL/ABE (co-chair), Kris Campbell—MSE, Jessica Carpenter—CABS, George Rosa—SBCT, Mary Arndt—HP, Pat Brutchin—UA

Grievance Committee has addressed the following issues since the last report:

- Workload issues under 8.2
- Additional special pay request issues
- Discipline issues

The Committee is also working on ways to communicate with the membership via the website or other means.

Respectfully submitted,

Howard Russo, Ellie Swanson

Grievance Committee co-chairs

Global/International Studies Taskforce

GIST (Global/International Studies Taskforce) is rolling out a new funding initiative for the internationalization of our courses at ECC. Please find the official description of the new endeavor below and the submission form attached.

The Global/International Studies Taskforce (GIST) offers a way to internationalize the classroom to more fully support a greater number of faculty who endeavor to add global content to their courses by funding specific projects.

Internationalizing the curriculum contributes to increased global awareness, global civic engagement, and cultural diversity, values inherent in the mission of Elgin Community College.

The new *Resources for Classroom Internationalization* initiative provides funding to faculty interested in globalizing the curriculum through concrete mechanisms such as the purchase of books, films, literature, bringing a speaker to class, or enhancing knowledge through participation in an internationally-focused workshop or conference at an in-state location. There are many imaginative and exciting possibilities.

Funding requests may not exceed \$300 per proposal, and individual faculty are limited to annual awards of \$500 per academic year. Funding will be available equally in the fall and spring semesters (\$2000 each semester). An approving body comprised of GIST members will review and approve requests. Requests will be taken at any time during the year; however, once the funds are depleted, no further proposals will be accepted. Those who receive funds will be expected to provide proof of the use of the funds and to participate in discussion of the initiative at the next available Assessment Diaries.

To apply for a funding request, faculty must submit the following:

- *Resources for Classroom Internationalization* application; and
- One-page proposal and rationale outlining the purpose of the funding request, how funds will be used, how the initiative supports campus internationalization efforts, and how the initiative's value in the classroom will be assessed; and
- Any supporting documentation to indicate cost of the initiative (e.g. books, films, webinars, etc.).

Completed application forms should be submitted to Dr. Christina Marrocco, GIST Faculty Co-Chair, at

cmarrocco@elgin.edu and Ms. Lauren Nehlsen, GIST Administrative Co-Chair at lnehlsen@elgin.edu. Incomplete

applications will be returned to the sender. Any questions regarding this initiative can be directed to Dr. Christina Marrocco at 847-214-7479.