



FEDERATION OF
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Rough Draft

**ECCFA Senate Meeting
Wednesday, October 20, 2010
3:00 PM – 5:00 PM
UBC 205**

Call to Order (at 3:00 PM): Sarah Dye
Recognition of Visitors & Guests: Sarah Dye

Secretary's Report: Lori Clark
(October 6, 2010 Senate meeting minutes)

Treasurer's Report: Linda Hefferin

President's Report: Sarah Dye

1st Vice President's Report: Luis Martinez

2nd Vice President's Report: Susan Ford

3rd Vice President's Report: David Lawrence

Committee Reports (written reports at end of agenda)

Academic Computing:	Dan Kocher & Mary Peterhans
Academic Policy:	Dawn Munson & Jennifer McClure
Achieving the Dream:	Linda Hefferin & Sarah Dye
Alliance for College Readiness:	Alison Douglas
Amendments:	Dan Kocher
Assessment:	Shawn Mikulay
BOT Finance Committee:	Linda Hefferin
Communication Liaison	Gary Christenson
COPE:	Ron Kowalczyk
Curriculum:	Maureen Lange
Elections:	Bill Demaree
Faculty Development:	Beth Santell
FAVs:	Dan Kernler
GIST:	David Burke
Grievance:	Howard Russo & Sue Ford
Honors:	Alice Biggers
Humanities Center:	David Burke
Insurance	Lynn Ducar & Vicki Walker
Learning Communities	Alison Douglas
MAGIC:	Kim Tarver & Clark Hallpike

Membership:	Connie Orbeta
Negotiations:	Luis Martinez
Scholarship:	Bev Augustine
Sentinel:	Bill Demaree
Sick Bank:	Ellie Swanson
Strategic Planning:	Elizabeth McNulty & Phil Garber
VP for TLSD Search:	Roger Ramey
Webmaster:	Tammy Ray
Other committees	

Special Orders

Approval of committee members (treat as Consent Agenda)

Old Business

2012-2013 Academic Calendar

New Business

Division Issues

Adjournment

Written Reports for September 22, 2010

Officers' Reports

Secretary's Report:

Lori Clark

Minutes for October 6, 2010, meeting sent to Senators by separate email

Treasurer's Report:

Linda Hefferin

See separate handout available at Senate meeting

President's Report:

Sarah Dye

- One final session of the annual Tenure Process Workshops was held on **Tuesday, October 19, 2010, from 1:00 – 1:30 PM** in the ECCFA Office, MSC 100A. In all 52 faculty members currently serving on tenure committees went through the training workshops.
- Thank you to the faculty members who have been bringing the delicious food for the Negotiating Team each week. That initiative is being co-chaired by Armando Trejo (atrejo@elgin.edu) and Mary Elfring (melfring@elgin.edu). Contact one or both of them if you wish to become involved.

1st Vice President's Report:

Luis Martinez

No Report

2nd Vice President's Report:

Susan Ford

There is still some confusion about seniority being with the college and not just with a department. I am waiting to hear again from one of the deans. I will put it on the agenda for the next VPs' meeting.

We have just learned of a misinterpretation of UA2 qualifications in 1.2 of the contract.

1.2 Recognition and Bargaining Unit, Adjunct Faculty.

The Board of Trustees of Community College District No. 509, Counties of Kane, Cook, DuPage, McHenry, and DeKalb, and the State of Illinois, hereinafter referred to as the Board, recognizes the unit adjunct faculty that teach at least the minimum number of credit or contact hours, excluding independent study assignments and summer, in one of the following ways:

- a. teach at least twelve (12) credit or contact hours for three (3) out of four (4) consecutive years beginning with their first semester of adjunct employment; or
- b. teach at least six (6) credit or contact hours per semester for six (6) of eight (8) consecutive semesters.

Once eligible, recognition as a Unit Adjunct Faculty II begins the Spring or Fall semester following completion of the requirement.

Apparently, HR has been using academic years to determine whether someone is qualified. The article intentionally omitted a definition of year as "academic" (fall and spring) because if one is hired in spring, he/she would have to work as a UA1 for an extra semester before being deemed

eligible for UA2 status. I am meeting with Dr. Spahr later this week. We want this cleared up before the end of the semester, so there will be no negative effect on any current UA1s approaching UA2 status.

3rd Vice President's Report: David Lawrence

Committee Reports

Academic Policy: Dawn Munson & Jennifer McClure

Academic Residency (NEW)	Coffin Earl McClure	Report on comments from Dean's meeting
Academic Forgiveness (NEW)	Coffin McClure Diaz	Subcommittee still meeting
Course Retake [NEW DEFINITION]	McClure Moore Vogt	Going back to cabinet
Repeatable Courses [NEW]	McClure Moore Wagner	Going back to cabinet
Minimum Competencies for Online Learning (NEW)	Moore Lange	Subcommittee still meeting
Student Attendance [New]	Wagner Vogt McClure Moore	Subcommittee still meeting
1.101 Student Credit for Learning Experiences Other than Formal Instruction	McClure Hatch	Feedback from DADDS
1.102 Standards of Academic Progress (SOAP)	Coffin Wagner	In the hopper
1.103 Student Grades	McClure Lewis Kurpius	In the hopper
1.104 Minimum Competencies	Coffin McClure Szabo Kane	In the hopper
1.201 Course Auditing	McClure	Going to cabinet

4.403 Appeal of Final Grade	Hatch Cummings	To be reviewed
4.405 Extra-and Co-curricular Mandatory Attendance Policy	Cowles Diaz	To be reviewed
4.407 Academic Integrity	Cummings Trejo	To be reviewed
4.501 Withdrawal Policy Students Called to Active Duty	Cowles Vogt	In the hopper
4.502 Student Waitlist Registration Procedure	McClure Lewis Moore	Going to cabinet
4.104 Absence Notification from Dean of Students	Cowles	In the hopper
4.401 Complaint	Cowles Coffin Hatch Perkins	In the hopper
4.402 Student Code of Conduct	Cowles Coffin Hatch Perkins	In the hopper
4.408 Appeal	Cowles Coffin Hatch Perkins	In the hopper

Academic Technology:

Dan Kocher & Mary Peterhans

Next Meeting scheduled for October 22nd.

Achieving the Dream:

Linda Hefferin & Sarah Dye

Our AtD Coach, Linda Watkins, will be on campus next week, October 25th and 26th. She will be working with the four strategy workgroup co-chairs and members as well as with the President's Cabinet during this visit.

On October 27th, the AtD Co-Chairs, Phil Garber, Julie Hartley, Linda Hefferin, will accompany Dr. Sam to a meeting with the leadership of all five Illinois AtD colleges. The meeting is being held at Triton College.

Culture and Relationships Professional Development Workshops lead by Kaleidoscope Group consultants are planned to start in November and continue through the spring semester. The Equity Action Team Co-Chairs, George Rosa and Sandi Brown, will be sending out informational emails about the sessions later this week.

Please continue to encourage your colleagues to become AtD champions! Send an email to Sarah Dye (sdye@elgin.edu) with the Subject line: "I Want to be an AtD Champion" to be added to our growing list. The **AtD Champions** list currently includes faculty, staff, and administrators:

Faculty: Candy Moore, Marcia Luptak, Chalyce Deterding, Mary Peterhans, Elena Gardea, Beth Santell, Sumitra Duggirala, Dan VanTassel, Susan Timm, Celia Ramos, Lynn Ducar, Catherine Moushon, Joyce Fountain, Clark Hallpike, Dawn Munson, Shawn Mikulay, Stephanie Franco, Heidi Brelsford, Crystal Kerwin, Beth Santell, Patti Jachowicz, Sarah Dye, Linda Hefferin, Arturo Vasquez, Ron Kowalczyk, Roger Ramey, Cindy Hutman, Pat O'Brien (28)

Staff: Stephanie Bonvallet, Phil Howard, Elaine Reid, Jacque Sweetman, Vany Wells, Kathy Meisinger (6)

Administrators: Sharon Konny, John Brzegowy, Kathy Stover, Wendy Miller, Margaret Parker, John Coffin, Sharon Colby, Kim Hinrichs, Annabelle Rhoades, Peggy Gundrum, Sandi Brown, Susan Scott, Marilyn Prentice, Julie Hartley, Bev Felder, Bruce Austin, Jorge Phillips, Debra Tewolde, Micaela Banks, Daysi Diaz-Strong, Erica Romano, Frank Hernandez, Deborah Wollenberg, Irina DelGenio, Julie Schaid, Michael Shepherd, Jennifer McClure, Kristin Richmond, Amybeth Maurer, Peggy Heinrich, Irene Birkholz-Benter, Tony Spahr, Susan Van Weelden, Jeffrey Arena, Lauren Nehlsen, Tammy Few, Holly Lawyer, Michael Shepherd, Heather Larkin, Tammy Few, Kathleen Callahan, Rose DiGerlando (43)

The AtD initiative is available on the ECC website as well as the eNet. For more information about AtD, please take a look at the AtD website, <http://www.achievingthedream.org/user/registerbasic.aspx>, for some parts of which you will need our institutional access code. Contact Linda Hefferin, Sarah Dye, Julie Hartley, or Phil Garber for the code.

Alliance for College Readiness: **Alison Douglas**
No Report

Amendments: **Dan Kocher**
No Report

Assessment Committee: **Shawn Mikulay**
Subcommittee met to evaluate the critical thinking, information literacy, and technology literacy outcomes, our assessment approach for those outcomes, and current efforts related to those outcomes.

BOT Finance Committee: **Linda Hefferin**

The BOT Finance Committee met Monday, October 11. Finance Chair Dr. Robert McBride called the meeting to order at 2 p.m. Fred Lantyz from Sikich LLP presented the Audit Findings of ECC's Fiscal Year 2010 Comprehensive Annual Financial Report. Mr. Lantyz praised ECC and its Finance Department for transparency in providing such a comprehensive financial picture of the college. ECC is one of

approximately 12 community colleges in the state that prepares a comprehensive financial report, which is then posted to the web so it can be viewed by anyone. Mr. Lantyz explained that for the year ending June 30, credit hours at ECC were up 10 percent, while costs increased approximately 4 percent. Net assets increased from \$85,287,625 to \$89,931,176; it was noted as the largest increase in net assets that Sikich has seen in community colleges. Sikich provided an unqualified opinion on the College's financial statements.

Heather Scholl presented information on ECC's proposed tax levy. The vote to adopt the tax levy will be held at the 6:30 p.m. meeting of the Board on December 14, 2010, in Seigle Auditorium. CPI was noted at 2.7 percent. Amy Folden provided a report on ECC's internal audit of ECC's purchasing cards. Proposed Lab and course fees for Fiscal 2011 were presented by Kim Wagner. It was noted that some fees have been reduced as a result of using more technology in the classroom. It was also noted that the Board reviews these fees on an annual basis so that the fees remain in line with costs.

Communication Liaison:

Gary Christenson

A blog is now available through the ECCFA Web site (eccfaculty.org/blog), and this will be our primary means of communicating contract bargaining progress. We've also agreed to a media blackout until Nov. 16. (In truth, we don't become much of a story for the papers until it looks like the old contract will lapse and a strike looms.) The blackout will not affect the blog, however. The Board team understood the need to communicate with faculty, just as they are obligated to report back to the Board and other administrators. There will be updates on negotiation after each bargaining session. The next is scheduled for Saturday, Oct. 23.

Senators should remind their constituents that all questions from the public and media should be routed to me so that we can maintain our message.

COPE:

Ron Kowalczyk and Howard Russo

Kane County residents are able to participate in early voting in locations throughout the county.

Elgin Community College's main campus is an early voting site this week. Polls are set up in UBC 103.

Monday, October 18, 2010

10:00 AM - 6:00 PM

Tuesday, October 19, 2010

10:00 AM - 6:00 PM

Wednesday, October 20, 2010

10:00 AM - 6:00 PM

[More information about early voting](#)

[Kane County early voting by location](#)

Curriculum:

Maureen Lange

The following were recommended after 2nd reading:

- A. PSY 221 Forensic Psychology – New Course (9-10-10)
- B. ABE 076 Reading and Writing I – Prerequisite Change
- C. ABE 079 Beginning Basic Mathematics – Prerequisite Change
- D. ABE 080 Reading and Writing I – Prerequisite Change
- E. ABE 081 Basic Reading II – Prerequisite Change
- F. ABE 083 Basic Computer Skills – Prerequisite Change
- G. ABE 085 Writing II – Prerequisite Change
- H. ABE 086 Basic Mathematics I – Prerequisite Change
- I. ABE 087 Basic Mathematics II – Prerequisite Change
- J. ASE 050 Intro to Healthcare Professions – Prerequisite Change
- K. ASE 092 Writing II – Prerequisite Change
- L. ASE 094 Constitution Review – Prerequisite Change
- M. ASE 097 Spanish GED – Prerequisite Change
- N. ASE 098 Introduction to GED – Prerequisite Change
- O. ASE 099 GED Program – Prerequisite Change
- P. ESL 050 Intro to Healthcare Professions – Prerequisite Change
- Q. ESL 051 Intro to Healthcare Professions – Prerequisite Change

- R. Computer Aided Design, AAS – Curriculum Change
- S. CAD/Drafting, BVS – Curriculum and Title Change
- T. SolidWorks, BVS – Curriculum Change

- U. ENG 101 English Composition I – Outcomes Change
- V. ENG 102 English Composition II – Outcomes Change

Information was provided to the committee regarding Program Review for Transfer Programs.

Judy Mavros is will be asking Counselors if they have any corrections, suggestions, etc regarding transfer programs to be presented to the Curriculum Committee.

Updating Curriculum Committee policies continued.

Elections:

Bill Demaree

No Report

Faculty Development:

Beth Santell

No report

FAVs

Dan Kernler

No Report

GIST

David Burke

Grievance:	Howard Russo & Sue Ford We are continuing our investigation with the RIF documents.
Honors:	Alice Biggers
Humanities Center:	David Burke
Insurance	Lynn Ducar & Vicki Walker The October 8, 2010, meeting was cancelled.
Learning Communities (Steering)	Alison Douglas No Report
MAGIC:	Kim Tarver & Clark Hallpike On September 23 – 25 a group of twelve faculty, administrators and staff attended the conference Facing Race. The keynote speaker Melissa Harris Lacewell, who is a frequent contributor on MSNBC, made an extraordinary presentation.
	Upcoming events <ol style="list-style-type: none"> 1. Book discussion: The Mis-Education of the Negro by Carter Goodwin Woodson 2. Video and discussion: The Power of an Illusion – The difference between you and me 3. One Woman’s Journey to Zambia – Hope for Orphans - Paula Amenta November 3rd ICT Auditorium 11AM 4. Online infusion of the curriculum – Loreto Prieto December 10th. Presented in collaboration with CETL
Membership:	Connie Orbeta Fall Semester 2010 – as of 09/28/10 <u>Full time faculty</u> 140 Members (4 non-members) 144 eligible <u>UA1s</u> 44 Members (132 non-members) 176 eligible plus 10 INAs <u>UA2s</u> 133 Members (51 non-members) 184 eligible plus 5 INAs Total signed members 317 Total 504 Faculty plus 15 INAs
Negotiations:	Luis Martinez. Tony Spahr, Tim Moore, Sarah Dye and Luis Martinez, participated in a meeting to discuss compensation for faculty participation in a New Initiatives project Tim Moore is working on. The ECCFA Negotiation Committee held its first negotiations meeting with the Board's team last Wednesday, October 13. For current

updates on the negotiation process, please check the Dispatches Blog on the ECCFA website, <http://www.eccfaculty.org>

Scholarship:

Bev Augustine

Sentinel:

Bill Demaree

Deadline for submission is Monday, 4 November 2010. The next issue will be published on Monday, 8 October 2010.

Sick Bank:

Ellie Swanson

No Report

Strategic Planning Committee:

Elizabeth McNulty & Phil Garber

No Report

Webmaster:

Tammy Ray

ECCFA Blog - Completed set-up of the ECCFA Blog, *Dispatches*, with Gary Christenson, and added a link on the ECCFA Web site home page. The blog may also be accessed by going to <http://eccfaculty.org/blog>.

ECCFA News page - Added a blurb regarding CETL and their new page on eNet, along with a link to their latest brochure.

Senate Minutes - Senate meeting draft agendas have been replaced with the approved minutes for the current semester.

Sentinel - The October edition of the Sentinel was added to the Web site, and a section for archived editions has been started.

Attachments to the electronic copy of Senate agenda or handouts available at the Senate meeting on Wednesday:

1. **Treasurer's Report** (Linda Hefferin)