



FEDERATION OF  
HIGHER EDUCATION  
FACULTY AND  
PROFESSIONALS  
AFT-IFT / AFL-CIO



**ECCFA Senate Meeting**  
**Wednesday, November 17, 2010**  
**3:00 PM – 5:00 PM**  
**UBC 205**

**Call to Order (at 3:00 PM):** Sarah Dye  
**Recognition of Visitors & Guests:** Sarah Dye  
Co-Chairs of the Employee Scholarship Campaign:  
Paula Amenta, Phil Howard, Sarah Dye, Sheri Lacy  
**Secretary's Report:** Lori Macias-Clark  
(November 3, 2010 Senate meeting minutes)  
**Treasurer's Report:** Linda Hefferin  
**President's Report:** Sarah Dye  
**1<sup>st</sup> Vice President's Report:** Luis Martinez  
**2<sup>nd</sup> Vice President's Report:** Susan Ford  
**3<sup>rd</sup> Vice President's Report:** David Lawrence

**Committee Reports** (written reports at end of agenda)

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

<b>Scholarship:</b>	Bev Augustine
<b>Sentinel:</b>	Bill Demaree
<b>Sick Bank:</b>	Ellie Swanson
<b>Strategic Planning:</b>	Elizabeth McNulty & Phil Garber
<b>Webmaster:</b>	Tammy Ray
<b>Other committees</b>	

### Special Orders

#### *Approval of committee members (treat as Consent Agenda)*

**Retention Alert Committee** (Chairs: Vany Wells; John Coffin): Tammy Ray

### Old Business

#### **Timing of NIFB Drive:**

**from Dan Kernler:** NIFB has a new procedure and needs to pick up food between 12/13-12/15. I would recommend going through the party on the 10<sup>th</sup>. We can then have Monday to organize and be ready for them when they come .

### New Business

1. **Request from Negotiations Committee for approval of consultant fee:** Luis Martinez
2. **Approval Form for Articulation of International Coursework:** Sarah Dye
3. **Retention Alert System:** Rick Bonnom

### Division Issues

### Adjournment

# Written Reports for November 17, 2010

## Officers' Reports

### Secretary's Report:

**Lori Macias-Clark**

Minutes for November 3, 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**

- Coming Events:
  - The ECCFA End-of-Semester Party Friday, December 10<sup>th</sup> at Carmina's on Randall Road.
  - Annual Holiday Breakfast on the faculty's contractually obligated Grading Day, Friday, December 17<sup>th</sup> starting at 7:30 AM.
- Thank you to the many 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](mailto:atrejo@elgin.edu)) and Mary Elfring ([melfring@elgin.edu](mailto:melfring@elgin.edu)). Contact one or both of them if you wish to become involved.
- **Construction Report from Paul Dawson**

We had a great open house in the MPC on Wednesday thanks to the folks in Marketing. I saw quite a few of you there and I think everyone was pleased by the new classroom facility. We got some great press on that event. You know how people say, "Don't always believe what you read in the newspapers?" Well, that is true in this case. One of the articles reported that the Library and the HCC would be done in Summer 2011! The steering committee can attest to me being an optimistic guy, but that is beyond my optimism. The Library is now officially scheduled to be done December 1, 2011 and ready for Spring 2012 classes and we are close to committing on the HCC being done the same date. This is NOT been agreed to with the construction managers. However, I do believe everything I read on the internet and the world will end in 2012 according to the Mayan Calendar and so we won't have much time to enjoy our new buildings.
- **Testing Center Report from Victoria Roush, Testing Manager**

Testing in MPC170 will close at 5 pm on Wednesday, November 24 and remain closed until Sunday, December 5 for the gargantuan task of packing, moving, and unpacking.

Students can test at the Fountain Square Campus Room 408 from Monday, November 29 through Thursday, December 2 from 9 am to 8 pm. On Friday, December 3, the students can test from 9 am to 3 pm.

There will be no Saturday hours on December 4 at either campus. Please call FSQ Testing at 847-214-6977 for more information.

*Special note to Instructors: Please let me know prior to November 24, if you will need any makeup tests during the time frame of November 29 through December 5, 2010.*

**1<sup>st</sup> Vice President's Report:** **Luis Martinez**  
No report

**2<sup>nd</sup> Vice President's Report:** **Susan Ford**  
I met with Melissa Tait last week to visit the new UA offices in MPC. There are 2, very large—each over twice the size of the work room at FSQ—with more than adequate file space, computers, printers and work space. Each has an attached conference room for private conversations with students or small group meetings. There is a large kitchen/break room. We discussed what other items were needed before the faculty took residence—bulletin boards inside for notices, outside for office hour posting, coat racks and shelves, a supply cabinet. Melissa assured me that everything will be absolutely ready when the UAs move in next semester. I think our colleagues from Fountain Square will be very pleased!

**3<sup>rd</sup> Vice President's Report:** **David Lawrence**  
No report

## **Committee Reports**

**Academic Policy:** **Dawn Munson & Jennifer McClure**  
No report

**Academic Technology:** **Dan Kocher & Mary Peterhans**

- The Academic Technology Committee meeting scheduled for November 12<sup>th</sup> was cancelled. No date has been set for the next meeting.
- CORRECTION: At Wednesday's senate meeting I announced that IT was implementing a change Window's log-in procedures. I was misinformed. Windows log-in procedures have not been changed. From your office computers at start up, you may log-in to the Windows operating system using either your office ID (recommended) or your academic (accessECC) ID as long as you indicate the proper internet domain name (OFFICE or ACADEMIC). I apologize for any confusion I may have caused. Please feel free to contact me if you have any questions. DK

**Achieving the Dream:** **Linda Hefferin & Sarah Dye**

- A Student Success Brown Bag was held Wednesday, November 10. Approximately 20 faculty, staff, and administrators participated in the discussion on factors contributing to student success. AtD information was made available at the Community Referendum Project Open House, also held November 10. The four AtD subcommittees (Developmental,

co-chaired by Mary Ann Tuerk and Julie Hartley; First-Year Experience, co-chaired by Roger Ramey and Amybeth Maurer; Advising, co-chaired by Manny Salgado and Carol Cowles; and Culture & Relationships, co-chaired by George Rosa and Sandi Brown) have all started work on their Year 1 interventions. Contact committee co-chairs if you have questions on their progress.

- The two AtD Coaches, Linda Watkins and Luzelma Carnales are scheduled now to visit ECC again March 9 and 10, 2011. Dr. Watkins full fall visit was interrupted by the recent power outage on campus
- Please continue to encourage your colleagues to become AtD champions! Send an email to Sarah Dye ([sdye@elgin.edu](mailto: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, 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, Patti Jachowicz, Sarah Dye, Linda Hefferin, Arturo Vasquez, Ron Kowalczyk, Roger Ramey, Cindy Hutman, Pat O'Brien, Maria Kazmi; Cassandra Watson, Michele Brynelsen, Dan Kocher, Dave Lawrence, Josefana Aleman, Mary Arndt, William Demaree, Jeff Weisman, Marta Walz, Tim Anderson, Michele Noel, Ruby Sanny, Rachael Tecza, Patrick Parks, Abraham Martinez-Cruz, *Tammy Ray; Colleen Stribling (44)*

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

**Administration:** 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, Kathleen Callahan, Rose DiGerlando (42)

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

**Amendments:** **Dan Kocher**  
No Report

**Assessment Committee:** **Shawn Mikulay**  
No Report

**BOT Finance Committee:**            **Linda Hefferin**  
No Report

**Communication Liaison:**           **Gary Christenson**  
No Report

**COPE:**                                 **Ron Kowalczyk**  
No Report

**Curriculum:**                         **Maureen Lange**  
**The Curriculum Committee met on November 5 and the committee provided first and second readings on the following proposals:**

**I. The following were recommended following second reading:**

- A. MTH 097 Plane Geometry - Description, Outline and Outcomes Changes
- B. CUL 100 Culinary Techniques – Prerequisite Change
- C. CUL 106 Applied Food Service Sanitation – Prerequisite Change
- D. HOS 101 Intro to the Hospitality Industry – Prerequisite and Textbook Changes

**II. The following received first reading:**

- A. Physical Therapist Assistant, AAS – Curriculum Change
- B. PTA 121 Clinical Practicum I – Course Withdrawal
- C. PTA 123 Clinical Practicum II – Title Change
- D. PTA 242 Clinical Practicum III – Title Change
- E. PTA 232 Clinical Practicum III – Title, Credit/Contact Hours, Outline and Outcome Changes
- F. PTA 241 Physical Therapist Assisting IV – Description and Outline Changes
- G. GRD 236 Motion Graphics and Effects – New Course
- H. GRD 201 Presentation Graphics – Course Withdrawal
  
- I. FLC 101 Elementary Chinese I – Prefix and Textbook Changes
- J. FLC 102 Elementary Chinese II – Prefix, Prerequisite and Textbook Changes
  
- K. FLF 101 French I – Prefix Change
- L. FLG 101 Elementary German – Prefix Change
- M. FLJ 101 Elementary Japanese I – Prefix Change
- N. FLJ 102 Elementary Japanese II – Prefix Change
- O. FLS 101 Elementary Spanish – Prefix Change
  
- P. FLF 102 French II – Prefix, Prerequisite and Description Changes
- Q. FLG 102 Elementary German – Prefix, Prerequisite and Description Changes
- R. FLS 102 Elementary Spanish – Prefix, Prerequisite and Description Changes
  
- S. FLF 103 Intermediate French – Prefix, Number, Prerequisite and Description Changes
- T. FLF 110 Conversational French I – Prefix, Number, Prerequisite and Description Changes
- U. FLF 120 Conversational French II – Prefix, Number, Prerequisite and Description Changes

- V. FLF 202 Advanced French Composition Conv. – Prefix, Number, Prerequisite and Description Changes
- W. FLG 103 Intermediate German – Prefix, Number, Prerequisite and Description Changes
- X. FLG 104 Intermediate German – Prefix, Number, Prerequisite and Description Changes
- Y. FLG 110 Conversational German I – Prefix, Number, Prerequisite and Description Changes
- Z. FLG 120 Conversational German II – Prefix, Number, Prerequisite and Description Changes
- AA. FLG 202 Advanced German Composition Conv – Prefix, Number, Prerequisite and Description Changes
- BB. FLS 104 Intermediate Spanish – Prefix, Number, Prerequisite and Description Changes
- CC. FLS 110 Conversational Spanish I – Prefix, Number, Prerequisite and Description Changes
- DD. FLS 120 Conversational Spanish II – Prefix, Number, Prerequisite and Description Changes
- EE. FLS 151 Spanish for Spanish Speakers I – Prefix, Number, Prerequisite and Description Changes
- FF. FLS 202 Advanced Spanish Composition Conv - Prefix, Number, Prerequisite and Description Changes
  
- GG. FLS 103 Intermediate Spanish – Prefix, Number, Prerequisite, Description and Textbook Changes
  
- HH. FLF 104 Intermediate French – Prefix, Number and Prerequisite Changes
- II. FLF 201 French Conversation Composition – Prefix, Number and Prerequisite Changes
- JJ. FLG 201 German Conversation Composition – Prefix, Number and Prerequisite Changes
- KK. FLS 131 Spanish for Medical Personnel I – Prefix, Number and Prerequisite Changes
- LL. FLS 132 Spanish for Medical Personnel II – Prefix, Number and Prerequisite Changes
- MM. FLS 141 Spanish for Teachers I – Prefix, Number and Prerequisite Changes
- NN. FLS 142 Spanish for Teachers II – Prefix, Number and Prerequisite Changes
- OO. FLS 152 Spanish for Spanish Speakers II – Prefix, Number and Prerequisite Changes
- PP. FLS 201 Spanish Conversational Composition – Prefix, Number and Prerequisite Changes
- QQ. FLS 251 Topics in Spanish – Prefix, Number and Prerequisite Changes
  
- RR. CHM 112 Elements of Chemistry: General – Outcomes Change
  
- SS. HUM 216 Ethics – Description, Textbook, Outline and Outcomes Changes
  
- TT. Removing Textbook Information from the Course Outline

**The following policies were presented by Jennifer McClure. These will be voted on at the next Curriculum meeting on November 19.**

- A. Backgrounder: Academic Residency Requirement
- B. Administrative Procedure x.xxx – Academic Residency

**Elections:**

**Bill Demaree**  
No Report

**Faculty Development:**

**Beth Santell**

- *TO FULLTIME FACULTY:* The semester is quickly coming to a close. We have had a busy year in faculty development and are hoping to end it with a strong push. The last day to submit individual proposals for this year’s funding is November 29, at 5:00. That is the day after Thanksgiving break. However, we would be **thrilled** if you could send it to Kathy Coatney by

November 22 (**the Monday before Thanksgiving**). You'll be able to have a great break without this paperwork to think about, and we will have time to get it on our agenda for December. Remember to look at conferences, classes and other opportunities for next year if you haven't already met your limit for this year.

- Please go to the website for the **NEW FORMS**. They were updated and approved by the Senate and board and are now online for 2010. Hopefully the forms will be clearer and slightly easier to complete with reminders to help you include everything needed in your application. (see instructions below)
- The following is a list of information I sent earlier in the year. good to review if you haven't yet submitted for the \$1600.00 that we are offering this calendar year. If you are a new faculty member starting fall of 2010, you are eligible to request half that amount (\$800.00). For questions please feel free to contact Beth Santell.

*From spring 2010:*

- Money requested from the Faculty Development Committee is a pool of money not used the previous year from the professional expense money allocated to faculty and money allocated to faculty development per the contract times the number of full time faculty. The sooner you submit your proposals, the sooner you will know that funding is available for you. Please remember that funding is limited based on the calendar year. This is a separate pool of money from your Professional Expense dollars. Faculty Development money cannot be used for supplies, books.
- To find the handbook instructions and forms go to <http://enet.elgin.edu/> proceed to Committees & Collaboration and you will find Faculty Development. You will looking for forms for full time and then for individual activity/project.
- Each class, conference, workshop must be completed on a **separate** application form. When you submit your proposals, please include all copies of documentation (**workshop & conference programs, course descriptions and brochures with published dates and published cost, MapQuest from 1700 Spartan Drive, Elgin, airfare estimates, food, taxi**). Do not send original receipts at that time!
- Take the time to include all information on your request as these are used for accreditation purposes. **Carefully consider your answers to the questions on the application for funding**. We review them and require information on your professional development goals as well the impact of the activity. One of the reasons most often cited for the tabling of proposals is incomplete information in this area (a one or two sentence response).
- **Save all original receipts** for your travel/tuition request form. Once the committee has approved your request we email your approval and a travel/tuition form. You *fill them out* return these to Kathy Coatney with *original receipts* and then they are forwarded to the finance department after they are signed. A reminder that we do not have per diem food



expenses, you must have your original receipts (alcohol cannot be included in the tab). If you eat with someone else at your meal, I would suggest requesting separate checks for the ease of submitting your proposal. Remember you have to meet all ECC travel policy requirements for reimbursement.

- Proposals can be mailed to Kathy Coatney, Faculty Development Secretary, VP of Instruction Office or to Beth Santell, Faculty Development Chair.
- Proposals for funding can be submitted up to one year following the activity.
- Faculty are expected to file their paperwork for reimbursement within 6 months of completion of the activity if funding is requested in advance. You are also expected to file for reimbursement within six (6) months of proposal submission date if the activity has previously taken place. Please complete as quickly as possible.

## **FAVs**

### **Dan Kernler**

We will be doing our annual food drive to benefit the Northern Illinois Food Bank. At this time, we're seeking volunteers to help deliver bins, monitor them and periodically deliver goods to a holding area, and then empty bins and help load them on the truck from NIFB at the conclusion of the drive. Interested parties should contact Dan Kernler at [dkernler@elign.edu](mailto:dkernler@elign.edu). An email to all ECCFA members will be going out soon.

## **GIST**

### **David Burke**

- The first of the faculty Title VI workshops was held on October 29<sup>th</sup> in a UBC meeting room. The dimensions of the Title VI grant and a developing Asian Languages and Area Studies curriculum were presented to the selected faculty. Dr. Phillip Stalley, Assistant Professor of Political Science, DePaul University, presented and discussed the history of China up to 1919. Dr. Stalley will return this next January to continue his presentation, bringing the historical background up to contemporary times. The second workshop, to be held on December 3<sup>rd</sup>, will present material on Chinese Art and its Daoist and Confucian influences. The workshop just held was followed by a luncheon in the UBC dining room. As special guests, Mr. Chu, Maoning, Vice Consul General, and Mr. Liu, Qiang, Consul, Education section, both of the Consulate General for the People's Republic of China, Chicago office, were present.
- On October 20<sup>th</sup>, the Title VI program presented The Chinese Fine Arts Society performance of "Learning Chinese through Musical Program" in the ATC Auditorium. This production was well-attended and enthusiastically received.

## **Grievance:**

### **Howard Russo & Sue Ford**

Negotiated 2 years back pay for substituting. Pay was being calculated wrong.  
Recognition to unit for UAF's settled.

**Honors:** **Alice Biggers**  
No Report

**Humanities Center:** **David Burke**

- This fall, the Humanities Center's Speaker Series has presented Anna Maria, a very talented flamenco guitarist who informed the audience of the historical background of flamenco; Eleanor Spiess-Ferris, a talented Chicago-based artist who spoke about her artistic process in conjunction with her current show at ECC's art gallery; and, finally, David Meyer who is presenting two talks this Wednesday, November 10<sup>th</sup>, about his work in the Amazon rainforest as part of the efforts of the Amazon Rainforest Conservation Society. The Speakers Series committee members will soon be selecting speakers for the Spring 2011 semester. Any suggestions are welcome.
- The Humanities Center's International Film Series is started its fall season with showings of the award-winning "Black Orpheus", setting the classical Greek myth in contemporary Brazil at Festival time. In October, "Amores Perros" was shown, recounting three tales of people's experiences on the streets of Mexico City. Currently showing is "La Lengua de las Mariposas" (Tongue of the Butterfly). This film portrays the plight of a child coming to age just before the Spanish Civil War. It has both comedic and poignant qualities and is an audience hit. During April 2011, The Tournées Film Festival will again be presented. We have recently been informed of the success of our grant application and are looking forward to a French awareness festival on campus. The spring international film series and the Tournées film series films will be announced next semester.
- The Humanities Center's Socrates Café is alive and functioning well. Meeting at various times during the semester the participants select a philosophical issue that relates to their lives to pursue over the course of a one to one and one-half hour-long conversation. The relationship of philosophical studies to our everyday lives becomes apparent to all through the course of these discussions.

**Insurance** **Lynn Ducar & Vicki Walker**  
No Report.  
Insurance Committee is next scheduled to meet Nov. 19

**Learning Communities (Steering)** **Alison Douglas**  
No Report

**MAGIC:** **Kim Tarver & Clark Hallpike**  
A group of MAGIC members went to see the highly controversial movie Waiting for Superman. It was very provocative, and it left us with much to discuss with respect to the public education system.

Paula Amenta made a very inspiring presentation to a full house in the ATC Auditorium -- One Woman's Journey to Zambia. We passed the hat

at the end of the presentation and collected over \$600 for orphans in Zambia

Some scheduled events:

Race: The Power of an Illusion -- December 2nd

A book discussion The Miseducation of the Negro -- December 6<sup>th</sup>

**Membership:**

**Connie Orbeta**

**Fall Semester 2010 – as of 09/28/10**

**Full time faculty**

140 Members (4 non-members)

144 eligible

**UA1s**

44 Members (132 non-members)

176 eligible plus 10 INAs

**UA2s**

133 Members (51 non-members)

184 eligible plus 5 INAs

Total signed members 317

Total 504 Faculty plus 15 INAs

**Negotiations:**

**Luis Martinez.**

The ECCFA negotiation committee has been working hard to advance the process. Please keep checking the Dispatches Blog on the ECCFA website for the latest update.

**Scholarship:**

**Bev Augustine**

No report

**Sentinel:**

**Bill Demaree**

The last issue of 2010 is scheduled for Tuesday, 7 December; this means I need all articles by Friday, 3 December.

**Sick Bank:**

**Ellie Swanson**

Sick Leave Bank Committee has approved a request for 25 days from the pool.

**Strategic Planning Committee:**

**Elizabeth McNulty & Phil Garber**

No report

**Webmaster:**

**Tammy Ray**

ECCFA Blog – The ECCFA Blog, *Dispatches*, has a link on the ECCFA Web site home page. The blog may also be accessed by going to <http://eccfaculty.org/blog>.

Senate Agenda & Minutes – Most recent agenda and approved minutes are posted at <http://eccfaculty.org/minutes>, when they become available.

Sentinel – The November issue of The Sentinel has been posted to the Web site.

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

1. **Treasurer's Report** (Linda Hefferin)
2. **Approval Form for Articulation of International Coursework** (Sarah Dye)