



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



ECCFA Senate Meeting Agenda  
Wednesday, September 19, 2012  
3:00 PM – 5:00 PM  
Room C-120

**Call to Order:** Luis Martinez

Roll Call

Recognition of Visitors & Guests

Dr. David Sam, President, Elgin Community College and Janelle Crowley, Chief Human Resources Officer were invited to attend the Senate Meeting to address questions relating to recent changes to the Center for Enhancement of Teaching and Learning.

Joseph Rosenfeld, Curriculum Committee Chair will discuss committee policy changes.

**REPORTS-** All reports are attached at the end of the agenda.

**Secretary’s Report:** Kimberly Tarver

Read and approve minutes of September 5, 2012.

Laptop with MS Office and external hard drive was purchased. Pending purchases include printer, case and antivirus software.

**Treasurer’s Report:** Linda Hefferin

**President’s Report:** Luis Martinez

**1<sup>st</sup> Vice President’s Report** Howard Russo

**2<sup>nd</sup> Vice President’s Report** Marcia Luptak

**3<sup>rd</sup> Vice President’s Report** Cassandra Watson

**Committee Reports**

Written Reports are included at the end of the agenda.

**Elections & Committee Openings-** (May be considered as consent agenda.)

- UAF2 Senate Seat Openings- Tim Marquez
- Curriculum Committee Opening- Angelika Stachnik (Health Professions-Radiography) and Karen Taylor (Health Professions-Nursing)
- Records Specialist II Search Committee request by Dr. Jennifer McClure- Armando Trejo is seeking approval to serve as a MAGIC representative.
- Student Life Search Committee request by Amybeth Maurer- Joyce Fountain is seeking approval to serve as a MAGIC representative.

- Proposed Tenure Committee for Kristen Campbell: Dan Kernler – Co-coordinator; Nicole Scherger – Kristen’s request; Terri Martin – Dean’s selection.
- Students Affairs Committee-Dennis Lynch (Fall 2012 only), Timothy Anderson, Kim Schelling and Frederick Vogt
- ULI Professional Development Applicants-  
Marcia Luptak : Introduction to Collective Bargaining, Jessica Carpenter: Grievance Administration, Ellie Swanson: Introduction to Collective Bargaining, Gary Norden: Treasurer’s Workshop
- GIST Extra and Co-Curricula Events subcommittee- Baudelaire Ulysse

## **COPE**

### **Old Business**

- Pathways to Knowledge- ECCFA Brick Engraving
- Honors Committee Survey

### **New Business**

- Learning Communities Committee Bylaws (see attachment)

### **Division Issues**

#### *Action Steps*

### **Adjournment**

Next Meeting: September 19, 3:00-5:00 PM, C-120

## **REPORTS**

### **President’s Report** (Luis Martinez)

- IFT Higher Education Conference- October 26-27 at Double Tree Hotel in Oakbrook IL and IFT Robert M. Healy Center in Westmont
- The Senate approved by email vote a \$300 donation to support the Chicago Teachers Union job action and a resolution of support was drafted and approved.
- The Senate approved by email vote a \$100 donation to support the Lake Forest School District job action.

### **1<sup>st</sup> Vice President’s Report** (Howard Russo)

There have been some comments from our membership that they don't know who their senator is. I am making a request to all the senators that you contact your constituents by email before the next senate meeting October 3rd. I would also like to thank the senators that have already contacted their constituents, keep up the good work. Please refer to attachment for a list of divisions, senators and constituents.

### **2nd Vice President’s Report** (Marcia Luptak)

### **3rd Vice President’s Report** (Cassandra Watson)

### **Academic Policy Committee Report**

### **Academic Technology Committee** (Dan Kocher & Karin Stacy)

Academic Technology Committee will meet on Friday from 10:00 until 11:00 AM in Conference Room F-121 (old ICT-126). Among the items to be discussed will be the newer versions of electronic blackboards.

**COPE** (Ronald B. Kowalczyk, Esq.)

Please continue to follow Constitutional Amendment 49 regarding proposed changes to your pension. The *Sentinel* will be publishing an article by Jane Lehmann, ECCP3 President, which will provide you greater details. The Amendment is on the ballot for November 6, 2012.

***What can you do?***

- Become knowledgeable about this proposed Amendment, so you are able to talk to your friends and family about it. Below is a link to the complete bill that includes both the arguments for and arguments against that the Secretary of State's Office will distribute to voters.
- If you're not registered to vote, get registered.
- Vote on November 6, 2012

**Curriculum Committee** (Joe Rosenfeld)**Early Alert** (Vany Wells)

I thought the faculty might like to see the consistent positive trends of the Early Alert referral (as shown in the earlier reports, prior 3 terms), the student who are referred and also contact a case manager have better GPA's in the course and term and better retention rates than those who don't. (Please refer to attached report.)

**Grievance Committee****Honors Committee** (Johanna Cummings)

On September 10, the Honors Committee met, and I shared with them the concerns raised in the ECCFA Senate meeting regarding the assessment survey. In response, the Committee has clarified the title of the proposed student survey as a "Program Assessment Survey" rather than a course assessment survey (see attached). The Committee is also comfortable removing the instructor's name and course title information to ensure anonymity. However, some Honors instructors on the Committee expressed a wish to receive the results from the surveys for their own classes. If instructors choose to have their names included, we will honor that choice.

I hope these changes answer the concerns raised. Please let me know if you have any additional comments or questions.

Please consider registering for CFD 400-311: An Apple for the Honors Teacher. This CETL session is designed for current Honors faculty as well as those interested in teaching in the Honors Program. Experienced and enthusiastic adjuncts are especially encouraged to attend. The workshop will explain the Student Learning Outcomes for Honors classes as well as upcoming program goals. Earn lane credit, enjoy light refreshments and snacks, and get to know fellow Honors faculty in this workshop!

CFD 400-311  
October 1, 2012  
3:00-5:00 p.m.

**Learning Community Committee Report** (Colleen Stribling)

The steering committee voted to approve the final draft of the committee by-laws. Colleen Stribling was recommended by the current committee as the Committee Chairperson, subject to ECCFA approval.

Goals for the current semester include: building a yearly schedule that would detail and plan Learning Community offerings, creating a "How to" workshop for faculty interested in teaching in a Learning Community, and developing a plan for data driven decision making.

Committee members are planning to attend the National Learning Community Conference in November in Indianapolis.

Learning Communities Committee Bylaws was submitted to the Senate for approval.

**Membership Committee** (Connie Orbeta)

There was a slight increase in membership for the UA1s from the last report. (There are a total of thirty new

UA1s and UA2s.) The numbers for UA1s and UA2s will fluctuate slightly in the next two weeks. I anticipate that the numbers will increase for the UA1s.

FT - 140 Full Membership  
 UA1s - 155 63 Members  
 UA2s - 243 204 Members  
 Total signed members 405  
 Total 538 - Faculty eligible  
 (INAs 26)

**Picnic Report** (Sue Ford)

August 25, 2012 was a perfect, sunny day, and all in attendance had great fun—especially the kids with the Piñata. The food was great, and the dessert buffet was worthy of a 5-star restaurant!

I want to thank Mary Elfring, Howard Russo, Roger Ramey and Luis Martinez—the best committee! Sharing the work made it fun! A special thank you goes to all of the above, Linda Hefferin, Dan Kocher, Rick Bonnom, and Gary Norden for invaluable help with cleanup and yard restoration!

Monday, I took all the leftover food to Lazarus House in St. Charles, and made the donation in the name of the ECCFA. They were gushingly grateful!

Problems: we ended up with more food than we ultimately needed, primarily because of no shows who had responded that they were definitely coming. A few had paid in advance, but the majority of them were faculty coming without guests. Planning a large party always includes counting on about 10 to 15% last minute extra guests—and we had that. We could not have anticipated over 20% no shows from the original count. It was disappointing.

I would suggest that next year, all reservations must be paid in advance, and members should be charged a small fee. Had we charged each adult and kids over 12 \$5.00 and \$3.00 for kids 12 to 3 we would not have needed the extra \$200.00 from the ECCFA.

**FACULTY RESPONSES**

Accept 64  
Regrets 48  
 112

**ATTENDANCE**

	Reserved	Actual
Faculty	61	52
Adult Guests	48	39
Kids >12	1	2
Kids <12	15	15
Toddlers	8	8
	<u>133</u>	<u>116</u>

Reservations	133
No Shows	-27
<u>Walk Ons</u>	<u>+10</u>
Attendees	116

**INCOME**

ECCFA	550	550
<u>Reservation</u>	<u>403</u>	<u>Attendees 350</u>
Total Income	953	900

With walk ons, the income should have increased; however, a number of no shows had not paid in advance. A

number of people did pay at the site upon arrival.

### **EXPENSES**

Tent	120	(100 +20 tip for set up asst.)
Pinata	43.69	(10 pinata) (33.69 toys & candy)
Supplies	71.53	(napkins, forks, foil trays & steamer, table cover, tongs)
Bread	37.08	
Meats	231.75	(25 lbs. Beef & peppers)
	164.78	(192 pcs.Chicken—96 grilled, 96 fried)
Side Dishes	161.89	(Veggies & dip, 2 kinds potato salad, Cole slaw, Fruit)
ICE	<u>20.25</u>	
Total	850.97	

Average cost per person (not including toddlers)—\$7.89

Total income	900.00
Total expense	850.97
Unused	49.03

### **Sentinel** (Lori Clark)

Publication Dates & Submission Deadlines

October 15—deadline on October 11

November 12—deadline on November 8

December 10—deadline on December 6

### **ECCFA Important Dates for 2012-2013**

October 3, 2012(W) 3:00-5:00 PM Senate Meeting C-120

October 17, 2012(W) 3:00-5:00 PM Senate Meeting C-120

October 31, 2012(W) 3:00-5:00 PM Senate Meeting C-120

November 14, 2012 (W) 3:00-5:00 PM Senate Meeting C-120(NOTE: Thanksgiving 11/22)

November 28, 2012 (W) 3:00-5:00 PM Senate Meeting C-120

December 12, 2012(W) 3:00-5:00 PM Senate Meeting C-120

December 14, 2012 (F) Grading Day AND Graduation (NOTE: Classes end TH 12/13)

December 17, 2011 (M) 8:00 AM Grades Due

### **SPRING SEMESTER 2013**

January 10, 2013 (R) TBA ECCFA General Member Meeting & Luncheon UBC Dining

January 11, 2013 (F) 9:00-10:00 AM New Faculty Intro/Welcome to ECCFA Meeting F-203 (ICT 203)

January 11, 2013 (F) 1:00-2:00 PM Instructional Coordinator/ECCFA Meeting F-203 (ICT 203)

January 16, 2013(W) 3:00-5:00 PM Senate Meeting C-120

January 30, 2013(W) 3:00-5:00 PM Senate Meeting C-120

February 13, 2013(W) 3:00-5:00 PM Senate Meeting C-120

February 27, 2013(W) 3:00-5:00 PM Senate Meeting C-120

March 13, 2013(W) 3:00-5:00 PM Senate Meeting C-120 (NOTE: Spring Break 3/25)

April 3, 2013(W) 3:00-5:00 PM Senate Meeting C-120

April 17, 2013(W) 3:00-5:00 PM Senate Meeting C-120

May 1, 2013(W) 3:00-5:00 PM Senate Meeting C-120

May 15, 2013(W) 3:00-5:00 PM Senate Meeting C-120

May 16, 2013 (R) Grading Day

(NOTE: Classes end W 5/15)

May 17, 2013 (F) Graduation

May 20, 2013 (M) 8:00 AM Grades due