



**SENATE MEETING AGENDA**  
OCTOBER 21, 2015  
3:30 PM – 5:00 PM, ROOM C-120

***Call to Order: Luis Martinez***

**ROLL CALL:**

Bill Akers, Elizabeth Becker, Heidi Brelsford, Pat Brutchin, Michele Brynelsen, Jessica Carpenter, Mary Elfring, Diane Flahaven, Sue Ford, Patrick Gordon, Clark Hallpike, Liddy Hope, Jennifer Jeschke, Tim Malone (substitute for Howard Russo, Christina Marrocco, Luis Martinez, Loretta McCallister, Patricia O'Brien, Mary O'Sullivan, Joel Peck, Roger Ramey, Joyce Ross, Ruby Sanny, Danielle Straub, Eleanor Swanson, Kimberly Tarver, Baudelaire Ulysse, Scott Vaszily

Absent: Tammy Ray (on sabbatical), Howard Russo (on leave)

**RECOGNITION OF VISITORS & GUESTS**

3:45- Nancy Chahino & Jennifer McClure: Student Persistence

3:35- Dan Kernler: Visioning Update

Secretary's Report: Kimberly Tarver- Approval of Minutes of October 7, 2015 Meeting

TREASURER'S REPORT: ROGER RAMEY

PRESIDENT'S REPORT: LUIS MARTINEZ

- Senator Attendance Concerns- Outcome
- Jeff Julian has requested ECCFA encourage members to read Spartan Review and the Wrap-Up
- Met with Observer reporter to discuss text book costs

1<sup>ST</sup> VICE PRESIDENT'S REPORT: PATRICK GORDON

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

2 new UA2 senators to be approved and seated next week.

Marie Therese) Carpizo--Nursing

Steven (Woody) Wood—HVC

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

**COMMITTEE REPORTS -**

**Negotiations-** (Howard Russo)

**Grievance-** (Sue Ford)

**Elections Committee-** (Ellie Swanson, Marge Schildknecht, Tim Anderson) –No Report

**Membership Committee** (Mary Elfring)- Mary is STILL waiting for a list from HR reflecting updates to UAF1 members.

**COPE** – position of chair remains open

- Senator Noland is seeking support for U.S. Congress Candidacy; Cristina Castro is running for IL State Representative; IL State Rep Anna Moeller is running for IL State Senate.

**ECCFA Organizing Team Update –**

**Dual Credit Committee (see report)**

## ELECTIONS & COMMITTEE REQUESTS

1. Libby Roeger, Dean of Developmental Education & College Transitions, has asked for the ECCFA to find an English faculty member to serve on the **ECC Dual Credit Committee** given the importance of English classes and the potential impact of dual credit courses on the English department/faculty. John Mravik has volunteered to serve.
2. Libby Roeger, Dean of Developmental Education & College Transitions, has asked for the ECCFA to find an English faculty member to serve on the **STATE OF ILLINOIS P-20 Dual Credit Committee**. She believes English faculty perspective is underrepresented. There are two meetings scheduled as follows- 2<sup>nd</sup> Meeting: December 7, 2015: 10 a.m. to 12:30 p.m. Location: Bloomington, IL – specific location TBD; 3<sup>rd</sup> Meeting: January 20, 2016: 1 p.m. to 3:30 p.m. Location: Videoconference between Chicago and Springfield, IL – specific locations TBD

## OLD BUSINESS

- Insurance Planning Committee- Opening for a Unit Adjunct Member
- Coat Drive in process to benefit Community Crisis Center

## NEW BUSINESS

- Higher Learning Commission on Accreditation On-Site Reviewers request a meeting with ECCFA Members on Monday, October 26. It is tentatively scheduled for 3:30-5:00 pm. Confirmation of time and location is pending. The invitation is extended to ALL ECCFA members.

## DIVISION ISSUES

### Adjournment

**NEXT MEETING: November 4, 2015**

### 2015-2016 Academic Year Senate Meetings

**Wednesdays at 3:30 PM – 5:00 PM, C-120**

November 4, November 18, December 2, December 9,

January 13, January 27, February 10, February 24, March 9, March 30, April 13, April 27, May 11

## COMMITTEE REPORTS

### Dual Credit Committee

#### Patrick Gordon, reporting

**Faculty Committee Members:** Cindy Hutman, Dave Reich, and Catherine Moushon.

Dual Credit Committee update:

Current plans call for piloting, in Fall 2016, a full-day dual credit program taught on campus by ECC faculty. This would involve approximately 60 students from local high school districts. Tentative plans would allow students to choose from among a block of courses geared toward work on either an AA or AS degree. Other potential formats for providing dual credit instruction have not, to date, been the subject of planning by the committee.

**Date:** 10/19/2015

**Committee:** Equity Coordinating Council

ECCFA Members of Committee: Nancy Chahino, Business Unit Adjunct II Faculty

**Committee Activities: New Initiatives Updates**

Supplemental Instruction for MTH 102– Terri Martin

Terri explained that the salaries for the peer leaders and program coordinator were still to be decided by the appropriate parties.

A motion to vote on this initiative was made and then seconded. The Supplemental Instruction initiative was approved, and a notification letter was sent over to the originator.

#### Scaling up the New Faculty Orientation & Faculty Mentoring Initiatives

Discussions are still taking place to find out what is the best way to scale up both of these initiatives. One of the suggestions was to have both of these two initiatives be linked, since it seemed like both initiatives shared potential similarities. However, both Heidi and Dan believe that these two initiatives are different enough that they cannot be combined into the same efforts.

The Administrative team has questions about who should do the work, and what the work exactly entails (matching, coordinating, recruiting, etc.). If the decision is to move forward with scaling up both of these two initiatives, the CORE Council wants to make sure that faculty can concentrate in teaching, and perhaps leave the implementation to Deans and Associate Deans, or the VP office who are already doing this type of job. However, there is still a lot of discussion and considerations to think about before a decision can be reached.

The Mentoring Initiative has more details to still discuss, however the math department has already been bridged funded for the rest of the year until a decision is made. The New faculty Orientation Model will be on agenda for second read to the next meeting.

#### Activities to Be Addressed:

After the explanation of the data, the Council is comfortable with reaching the 85% retention goal. The next step is to explore new strategies that will help us reach that goal.

Some ideas from the group to increase retention from fall to spring were to:

- Focus marketing campaign on students in our largest age group 17-24
- Have COL-101 students register for next semester before the class is over

The following was included in the Sentinel Faculty Newsletter

#### **We need your help to get students to persist from fall to spring**

Did you know students who persist from fall to spring are more likely to earn their credentials? In fact, students who continue from fall to spring are 2.5 times more likely to earn a certificate or degree.

From fall to spring 2014, ECC's retention rate for first-time, full-time students was 81 percent, a trend line that has steadily improved over a 10-year period when it was 70 percent for fall to spring 2006. The Student Success Infrastructure (SSI) would like to see the retention rate reach 85 percent for fall to spring 2016, but we need your help. As faculty, you have the most influence and the most direct contact with our students. Here is what you can do to help them persist.

- Tell them that ECC students who continue from fall to spring are 2.5 times more likely to earn a certificate or degree.
- Remind them to register early. Direct them to [elgin.edu/register](http://elgin.edu/register) for more information.
- Encourage them to meet with their academic advisor to create the best plan for success.
- Remind them to use the student planning module in the portal at [accesssecc.elgin.edu](http://accesssecc.elgin.edu).
- Tell them that payment plans are available and the earlier they sign up the less down payment and smaller payments. Direct them to [elgin.edu/payment](http://elgin.edu/payment) for more information.
- Refer students who are first generation to the TRiO Office for additional support.
- Encourage students to complete their courses and visit tutoring, the Write Place or Math Lab if they need help.

Together we can help our students persist from semester to semester and earn their certificates or degrees. For more information, contact Nancy Chahino, co-chair of the Equity Coordinating Council, at [nchahino@elgin.edu](mailto:nchahino@elgin.edu).

**Proposals/Recommendations/Motions to be presented:** None

**Submitted By:** Nancy Chahino

## **ECCFA VISIONING**

The visioning process was initiated in May of 2015. Initial meetings led to an electronic survey of the membership, followed by an opening day activity to increase engagement and provide opportunity to further focus survey results. A visioning dinner was held to identify top priorities, followed by a series of 3 round table discussions. The following information includes actions recommended by round table participants for the senate to consider.

### **ECCFA Visioning – Choosing Actions – Priority 1**

---

**Priority 1:** Increase adjunct equity – Monday, 10/12/2015

**Possible Actions** (developed at the 9/23/2015 Visioning Dinner)

1. Educate and highlight the important role of adjunct faculty at ECC.

Tell the story (Sentinel, individual stories, et al)

2. Training for adjuncts to prepare for interviews, resume', etc.
3. Create a task force focused on a) research models that are closer to equity among faculty; b) how to build consensus internally and externally (community).
4. Create a fact sheet on working conditions, salary, and insurance regarding adjuncts.
5. Act as a bank for professional development to cover up-front costs.
6. Create bargaining strength on this issue.
7. Define equity.

### **Round Table Results**

---

Attendance: Attendance: Dan Kernler, Kimberly Tarver, Luis Martinez, Patrick Gordon, Susan Timm, Dale Anderson, Joyce Ross, Eckhard Gerdes, Tom Johnston, Chris Newman, Cathy Taylor, Mae Hicks Jones, Sabina Zeynalova, Heidi Brelsford

Based on our discussion at the round table, we determined that equity is clearly defined (equal pay and benefits for equal work). We also agreed that this was not the sole goal of this priority, so we revised a rephrasing as follows:

Priority 1: Improve adjunct working conditions and work toward adjunct equity

The following three goals were selected:

1. Create a task force to develop a picture of who ECC adjunct faculty are (could involve a survey, focus groups, interviews, etc) and communicate that story to our membership.
2. Investigate methods to assist adjunct in covering up-front costs for professional development.
3. Create a task force focused on a) research models that are closer to equity among faculty; b) how to build consensus internally and externally (community).

These three goals will be brought to the ECCFA Senate for approval.

## **ECCFA Visioning – Choosing Actions – Priority 2**

**Priority 2:** Improve the sense of community – Tuesday, 10/13/2015

**Actions** (developed at the 9/23/2015 Visioning Dinner)

1. Investigating academically vetted community-building models.
2. Expect Senators to connect individually with each of their constituents. Create a step-by-step guide for Senators. Encourage more 1-on-1 connections.
3. Identify cultural aspects here at ECC that prevent community.
4. More “visioning” events to encourage involvement – prior participants can encourage additional participation.
5. Reach out to new hires face-to-face. One-on-one conversations.
6. Print a version of the Sentinel.
7. More t-shirts, logos on more.
8. ECCFA 5k!
9. Improved “onboarding” – not just for new hires, but also for those who are not currently involved.

## **Round Table Results**

---

Attendance: Attendance: Dan Kernler, Kimberly Tarver, Antonio Ramirez, Alison Douglas, Colleen Stribling, Susan Timm

Based on our discussion at the round table, we determined that improving the sense of community requires making face-to-face connections, making explicit efforts to be inclusive at ECCFA events and social gatherings, and maximizing opportunity to make connections on opening day.

## **Priority 2: Improve the sense of community**

Goals Selected:

1. Seek volunteers (potentially Senators) to form personal connections via one-on-one introductions and conversations with new ECCFA members.
2. Make a concerted effort to be more inclusive at End-Of-Semester gatherings (including personal invitations and an effort from all in attendance to speak with new attendees).
3. Run the Opening Day ECCFA meeting modeled after the Fall 2015 opening day – with a consent agenda and other opportunities to form connections. (One suggestion was for each Senator to sit at a table with his or her constituents.)

These three goals will be brought to the ECCFA Senate for approval.

## **ECCFA Visioning – Choosing Actions – Priority 3**

---

**Priority 3:** Improve communication (internally, branding, etc) – Thursday, 10/15/2015

**Actions** (developed at the 9/23/2015 Visioning Dinner)

1. Less reliance on email and more face-to-face conversations.
2. Training for Senators
  - a. Listening
  - b. Responding to negative behavior
  - c. Setting behavioral norms
  - d. Welcoming guests
3. Seek gold standard models for communications within organization.
4. Building coffee & donut chats.
5. Periodic focus groups to continue dialogue and encourage involvement.
6. Tell the good stories of the ECCFA – Foundation endowment, community work, etc.

## **Round Table Results**

---

Attendance: Ignacio Alvarez-Garcia, Javier Coronado-Aliegro, Antonio Ramirez, Ellie Swanson, Kris Campbell, Kimberly Tarver

Based on our discussion at the round table, we affirmed the actions chosen at the visioning dinner, and recognize the important role of improved communications in order to achieve priorities 1 & 2. Recommendations include forming ad hoc teams and engaging a workshop facilitator to support goal achievement.

### **Priority: Improve communication.**

Goals Selected:

1. Offer development/training activities to prepare senators and officers to:
  - a. Clarify roles, responsibilities and expectations.
  - b. Establish behavioral norms to conduct business at senate meetings.
  - c. Practice conflict management strategies that support cohesion.
2. Host multiple “Gatherings” on varied days, times and locations (on and off campus). Gathering topics will relate to labor and/or contract matters; for example, contract Q & A and/or guest speakers.
3. Redesign/realign tasks to facilitate improved communications with the membership, and with an emphasis on face-to-face interactions.

These three goals will be brought to the ECCFA Senate for approval.