



ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION Senate Meeting on August 20, 2008

Sarah Dye, President, presiding

Tim Anderson	Beverly Augustine
Elizabeth Becker	Rick Bonnom
Bill Demaree	Sue Ford
Linda Hefferin	Cindy Hutman
Tim Kaar	Crystal Kerwin
Dan Kocher	Marcia Luptak
Dennis Lynch	Luis Martinez
Linda McEwan	Gary Norden
Mary Peterhans	Roger Ramey
Howard Russo	Margaret Sanchez
Scott Vaszily	

Meeting called to order by Sarah Dye at: 3:05 pm.

Current Senators absent: Dan Kernler, Ron Kowalczyk

Guests: Mario Ruch, Student Government President
Carol Cowles, Dean of Students
Mary Perkins, Associate Dean of Enrollment Services
Joyce Fountain, Sociology Instructor
Pat Gordon, new Math Instructor
Lisa Wiehle, Director of Outcomes Assessment
Marcy Thompson, Executive Director of Institutional Compliance and Curriculum Management
Sarah Evans, Director of Public Relations
Michelle Jacobs, new Radiology Instructor

Sarah Dye introduced the new faculty in attendance.

She circulated constituency lists and asked us to check for missing contact information for our constituents.

Explanation of guests—New faculty to welcome them to the union and encourage them to attend Senate meetings.

Carol Cowles. Since Sarah had been attending deans' meetings, Carol asked to come to Senate to see how ECCFA meetings go. She will return in 4 weeks to discuss a new student life initiative with us.

Joyce Fountain of the MAGIC committee will be attending Senate to give us updates from MAGIC.

The remaining guests are part of the Noel-Levitz steering committee.

Mario Ruch from student government will be helping to get information about the survey out to the college community.

The steering committee will be visiting as many groups as possible to share and explain the results of the survey. They are sharing the executive summary of the results with us first. We were reminded of the concerns we had about the survey last year but the survey demonstrates that we are doing well on most measures and the "challenges" are listed on the back of the summary. Many of these we are already working on or they have already been solved. For

instance, one of the challenges is notifying students of progress in courses and we have shifted to giving letter grades to all students at midterm. Keep in mind that often we work very hard to solve a concern but find that no matter what the college does it doesn't improve results on the survey. Sarah shared the example of the college that devised a valet parking system and shuttle buses to solve the complaints about parking. Even that wasn't good enough. Often the results are hard to interpret. Students complain about "advisers" but they often don't know who "advisers" are. We are only the second group to get the results. Dr. Sam saw them first and we are second. This is simply an information item at this point.

Marcia Luptak expressed concern about the low response rate (18%) and suggested that it would be hard to devise changes based on that low rate.

Marcy Thompson said that they intended to work with Student Government to get a better indication of the concerns behind the responses on the survey.

Lisa Wiehle said that response rates for these types of surveys were down overall and were typical of response rates for online surveys. The sample was representative of our student population.

Rick Bonnom expressed concern about the number of students who have e-mail addresses.

Lisa Wiehle reported that the survey went to all students who had 6 or more credit hours fall or spring semester last year who had e-mail addresses. ABEC students were surveyed using regular mail.

Dan Kocher asked a question about the significance of the comparison to national norms.

Lisa Wiehle said the report will be refined to include the significance of these results.

Mary Perkins said that these results will be used as a guide to moving forward at the college.

Secretary's Report: Cindy Hutman

Roger Ramey moved to approve minutes. Elizabeth Becker seconded. Approved unanimously

Treasurer's Report: Linda Hefferin

The approved budget will be amended based on the Human Resources report of UAF's making more than \$12,000. Tim Kaar will put the information on the website indicating the dues rate for full-time, UAF2's above \$12,000, UAF2's below \$12,000, UAF1's above \$12,000 and UAF1's below \$12,000.

The question was raised does the general membership have to approve the budget again after this amendment?

Sue Ford reminded us that the changes to UAF dues for 139 people was going to be an increase of \$100.

Those members would be unhappy.

Sarah Dye said that the new budget needed to go to the general membership.

Linda Hefferin explained that there is \$9400 in checking. \$6300 is for July/August dues and \$2900 for upcoming legal fees. We will need to dip into savings to reimburse for ULI training.

3rd Vice President's Report: Dan Kocher

Nothing new since Opening Day report

2nd Vice President's Report: Sue Ford

Sue Ford expressed concern that we needed a full and logical explanation for the \$12,000 that the IFT was considering "half" part-timers. She reminded us that we had given hundreds of thousands of dollars to the IFT over the years and yet the IFT was balking at repaying the legal fees incurred for Rick Bailey's arbitration case.

Concern was raised that two UAF2's in Tony Miksa's division had been given over 9 hours (Millen and Kuntz).

The issue is that ECCFA has to authorize/approve hours over 9 for UAF2's and who, specifically in ECCFA gives that approval.

Dan Kocher said he recalled that typically he and Sue gave that authorization. The issue was getting deans in the habit of notifying ECCFA. Since approval was needed within 48 hours, getting full Senate approval would be difficult.

Dan Kocher asked the Senate to formally authorize the 2nd and 3rd Vice Presidents to approve hours beyond load for UAF1's and UAF2's.

Linda Hefferin suggested that this needed to be made clear to the deans.

Sarah called for a motion.

Dennis Lynch moved that the 2nd and 3rd Vice Presidents of ECCFA be authorized to approve hours beyond load for UAF1's and UAF2's. Tim Kaar seconded. Motion approved with two abstentions.

Sue Ford reported that some UAF's don't make it onto our lists because they teach 8 week classes. If Human

Resources runs the list at the wrong time, some of the UAF's don't appear. She asked Kristen Richards to recheck the lists.

1st Vice President's Report: Dan Kernler

No report.

President's Report: Sarah Dye

Sarah Dye reminded us that she meets regularly with the deans and anyone can join her. She gets the agenda ahead of time and if an issue involves one of us, she will contact us and see if we want to join her at the meeting.

Sarah reported that those who participated in the Student Convocation seemed to enjoy it. A good experience for students and their parents.

Sarah shared a request by a Ph.D. student for assistance in his research. The research would involve faculty giving up class time. Sarah asked if we wanted to pass this along to faculty. Cindy Hutman expressed concern about the ECCFA promoting this person's research. She gets many such requests each year and felt that we would be opening the door to many other similar requests. Sue suggested forwarding the request to coordinators but without ECCFA endorsement. Sarah said she would send the information to coordinators.

Sarah reported concerns about the availability of diversity training for teaching faculty. There will be another session in November and then the online version should be available.

She also reported that the Microsoft Office training would eventually be offered online. In the meantime, Heidi Eaton had reported to the coordinators that there are courses available in the OAT area.

She received a letter from the IFT reporting 6 executive board vacancies. She asked if we should nominate someone. We will discuss again at the next meeting. Nominations are needed by Thursday, September 25.

Communication Liaison's Report: Bill Demaree

Opening Day Sentinel is out.

Future editions will be electronic. Articles are due by Sept. 12th and the Sentinel will come out on Sept. 15th.

He will be writing an article about faculty orientations and encouraged us, again, to write articles introducing new faculty.

Committee Reports

Grievance Committee

Howard Russo said that there were reports that the administration was not going to allow contact hours for UAF's to exceed 9 hours. This would violate past practice. He hopes to discuss with Vince Pelletier and resolve without a grievance but if necessary, we will grieve it.

Meetings are the Tuesdays before Senate at 3 p.m.

Academic Policy

Next meeting is Monday.

Membership Committee

Tim Anderson reported that some faculty had already received their IFT membership cards. He reminded us that as members of IFT/AFT we get many benefits.

Not all new faculty were at the union orientation so not all had turned in their membership forms. He asked people in the areas with new faculty to reach out to these new faculty.

Concerned was raised that the constituent list included faculty not in the Senator's division. The lists will be corrected and distributed at the September 3rd meeting.

Sue Ford and Dan Kocher still need to produce UAF2 and UAF1 lists.

Faculty Development

Meet tomorrow.

Marcia Luptak asked about the alternate lane procedure for UAF1's. Sue reminded us that we have a signed agreement implementing the same procedure as used for UAF2's.

Curriculum Committee

Meet Fridays at noon

Negotiations

UAF1 Lane movement procedure was settled. A letter of agreement was signed and it is now part of the contract.

Elections

Bill Demaree reported on the proposed calendar for fall elections:

- Open nominations after Labor Day
- Allow three weeks for nominations.
- Provide absentee ballots
- Elections on October 7 and 8

We all agreed that the timeline seemed reasonable.

Board of Trustees Finance Committee

Linda Hefferin reported that they meet once every quarter. She will also be meeting with Sharon Konny

IT Committee

Tim Kaar reported there was no decision on reforming the committee.

Dan Kocher wrote a letter asking for clarification of when meetings were going to be held, why and how the committee purpose had changed and what was the current purpose of the committee.

Sarah reported that she had spoken to Dr. Sam about two related issues:

1. The IT committee was no longer advisory, no longer made decisions. They were just informed of foregone decisions.
2. Academic computing had been moved under IT with some unfortunate results. For instance, the logon had been changed for classroom computers but faculty were not notified and the necessary login information hadn't been put on all the computers.

MAGIC

Joyce Fountain thanked us for being invited to the meetings. MAGIC is working with as many groups on campus—ECCFA, Human Resources and on hiring committees to improve hiring guidelines for search committees.

To increase understanding and awareness of diversity issues on campus, the committee had promoted conversations on campus with very positive response. Want to continue these. In addition, there is a seminar planned on September 10th on the issue of race and politics and a diversity webinar in November. They are also contributing to the Strategic Plan.

Sue Ford expressed concern about diversity training online. MAGIC shares our concerns that this training is questionable at best.

Sarah Dye said that she got an official list of UAF's who had completed training. The real issue was scheduling of the training. As with committee meetings, etc, it did not appear that those planning the training were considering the needs of teaching faculty. She suggested that we develop a general policy statement about this issue of planning that excludes faculty. Her concern was that we would get the same "need to use Outlook calendar" argument from administration. Need to discuss this during training.

Consent Agenda

Sue Ford asked about approving adjuncts for committees since by contract they must be compensated. If we approve them for the committee, can administrators veto to avoid paying the stipend?

Elizabeth Becker pointed out that there is precedent with the chairs of committees getting release time or pay. Whoever was chosen, the dean had to pay.

Howard Russo moved to approve consent agenda. Tim Anderson seconded. Approved with one abstention.

Dan Kocher asked if everyone needs to be copied on all e-mails when we do an e-mail vote.

Sue Ford said this had been discussed before and agreed that we should do "Reply to All" and votes have to get into the minutes.

Old Business

Tim Kaar said he is working on updated website. It has a new look and he's cleaning up code so it will work in Mozilla. He is still moving archives over and cleaning up naming conventions. We need a new

copy of the ECCFA logo and to make the IFT/AFT logo smaller.

Linda Hefferin suggested that maybe we need a new logo. Connie Orbeta's students developed the logo in a contest.

Tim Kaar said that he can address some problems by making minutes and reports available online so we can all download. He suggested a new "tag line"—Inspiring learning through teaching. He suggested that this is more appropriate to who we are.

Dan Kocher moved that we approve the new tag line. Howard Russo seconded. Approved unanimously.

Tim Kaar reported two other changes:

1. Podcast of Opening Day meeting. He hopes to do one podcast a month.
2. Officer's page, we may want to expand beyond officers. Names are links.

Linda Hefferin brought up the issue of administrators soliciting faculty to be on committees and faculty talking to administrators about being on committees. She reminded us that the Senate recruits faculty membership on committees.

Sarah Dye clarified how faculty lists are determined for tenure committees.

Sue Ford and Howard Russo expressed concern as well that some administrators seem to keep doing this recruiting of faculty.

Linda Hefferin suggested that one way to handle this is if we are aware it has happened, vote "no" for those faculty on the committee and then grieve it.

Sue Ford and Linda Hefferin reminded us that many hours of negotiation went into this aspect of the contract.

Howard Russo suggested that we write a letter reminding administrators of the contract language. His concern is that if this practice continues without a response from the union, administration can eventually ignore the contract based on "past practice."

Sarah Dye brought up the issue of Fair Share faculty and service on committees. It was agreed that Senate would never approve. However, it was agreed that Fair Share faculty could serve on departmental committees. It was agreed that we needed more research on the Fair Share issue.

New Business

Sarah Dye suggested that we might want to suspend business next meeting for our Senate training.

Howard Russo moved that we suspend regular business for the September 3rd meeting. Elizabeth Becker seconded.

Dan Kocher moved to table motion in case we found we had business to attend to in two weeks.

Howard Russo seconded the motion to table. Approved unanimously.

Sarah Dye reminded us that we owe Crystal Kerwin, the Treat Lady, \$10.

Division Issues

Howard Russo bought a book on arbitration and wondered if ECCFA could reimburse him so ECCFA owns it.

Linda McEwan moved that ECCFA purchase the book. Dan Kocher seconded. Approved unanimously.

Sarah Dye reported some frustration and concern by membership about the process for turning in receipts for faculty development reimbursement. She distributed the information provided by Human Resources.

Linda Hefferin moved to adjourn to COPE. Crystal Kerwin seconded. Approved unanimously.

COPE

Sue Ford reported that she still has 2 boxes of Recipe Books. Remind membership that books are available via e-mail, the Sentinel and website.

Howard Russo suggested that we need to take a stance in the elections. We discussed some of the local elections. Sarah Dye suggested that we do research about people with connections to the college that are running for election.

The issue of COPE chair came up. It is an appointed position. We need to e-mail Sarah with ideas for chair.

Linda Hefferin moved to adjourn COPE. Dan Kocher seconded. Approved unanimously.

Adjournment

Roger Ramey moved to adjourn.

Crystal Kerwin seconded.

Adjourned at 4:55 p.m.

Respectfully submitted by Lucinda Hutman, Secretary ECCFA

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