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ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION Senate Meeting on December 3, 2008

Sarah Dye, President, presiding

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

Absent: Linda Hefferin

Meeting called to order by Sarah Dye at: 3:04 pm.

Current Senators absent: Linda Hefferin

Guests: Phil Garber, Executive Director of Planning & Institutional Effectiveness
Vince Pelletier, Interim VP, Teaching, Learning and Student Development
Lisa Wiehle, Director of Outcomes Assessment
Marcy Thompson, Executive Director, Institutional Compliance and Curriculum Management

Guest Reports:

Student Satisfaction Survey

Vince Pelletier said he had come to discuss the spring student satisfaction survey. Last year we did Noel-Levitz. As expected, we received high ratings just as we had done in our self-study for many years. The advantage of Noel-Levitz is that we can compare ourselves to other institutions. We confirmed that we are as great as we claim. This spring they are proposing the use of the CCSSE test that gets information somewhat similar to Noel-Levitz.

Lisa Wiehle said that CCSSE is a two year counterpart to NSSE (National Survey of Student Engagement). It has a different bent than Noel-Levitz because it is specifically related to student engagement, "How often do you do certain things?" is what it asks. Engagement is specifically related to retention/success in college. University of Texas at Austin developed it and 100's of colleges have participated. We will participate in 2009. It is run annually and national report is produced. The acronym stands for Community College Student Survey of Engagement.

Marcy Thompson said that the survey must be administered in the spring. CCSSE gives us a timeline. Paper copies are used and it is done in-class. They will identify 75 course sections to be tested. These are chosen randomly by CCSSE, They will exclude sections already being tested for Gen Ed objectives in the spring. They are asking the Senate to decide what two week period will be used for testing. CCSSE gives us a 6 week window. They can then notify affected faculty and faculty will pick the specific class period to be used during that two week window. Someone will come in and give the test, faculty don't have to stay. It takes approximately 45 minutes to administer. They want to exclude 50 minute sections from the pool of classes to be chosen.

Vince Pelletier said that they don't want to use more than one class period per course for a survey in a given semester. That is why they are excluding those giving any Gen Ed survey.

Lisa Wiehle said there is actually a low chance that a class will be chosen for both because we will be testing vocational courses for CCSSE but these aren't used for the Gen Ed survey

Sue Ford asked if we get to see a copy of the survey

Marcy Thompson said they have a paper copy of the sample but don't have the full survey.

Sue Ford asked if we know what is exactly on the survey.

Marcy Thompson said it is standard.

Lisa Wiehle said we can view the entire survey online.

Marcy Thompson said that there are questions similar to Noel-Levitz, that do speak directly to faculty. They intend to be sensitive to this as they were with Noel-Levitz. They will keep any faculty information confidential as they did with Noel-Levitz. Results will be communicated as a group. They won't dig deeper.

Sarah Dye said that we will be able to compare ourselves with other community colleges.

Marcy Thompson said we didn't get the local comparison.

Lisa Wiehle said we can customize our comparison group.

Sue Ford asked to clarify the procedure: CCSSE gets master course list, picks courses, faculty pick the actual times for those courses to be tested.

Howard Russo asked if the testing is mandatory for any faculty member chosen? Faculty aren't going to be happy about taking course time.

Elizabeth Becker asked for the rationale for excluding 50 minute classes.

Lisa Wiehle said it is a matter of logistics. It is unclear whether the 45 minutes they were quoted by CCSSE for administration includes set up, instructions, etc. It may actually require more than 50 minutes. They will ask CCSSE for more information.

Sarah Dye asked about testing of ESL students.

Lisa Wiehle said we can decide what the cut-off is in terms of language ability. For Noel-Levitz, upper level students were considered competent enough to take the survey.

Sue Ford said that we didn't do Noel-Levitz in class. While we trust that they will keep faculty information confidential, this will be an even more critical issue because they are **in** the classroom, with that faculty member.

Lisa Wiehle said that the questions, themselves, if you read them, the majority are about the student's behavior. She gave some examples. Instructions are also pretty specific telling students that this survey applies to their entire experience at the college. Then, similar to Gen Ed tests, this won't be connected to the section that it came from

Dan Kernler asked what identifiers will be on the test.

Lisa Wiehle said there will be some demographic information but ID number is optional. Questions included how long the student has been at the college, etc., but none are linked to the course itself.

Strategic Plan

Phil Garber summarized how the current plan came to be. The current document was about 11 months in the making. They first met in January, 2008 and have had a meeting monthly to produce this. Candy Moore and Liz McNulty have been helping. This is the eighth draft, produced monthly and coupling with surveys that have gone out. They tried to create something that was doable, it is a very small plan. It is meant to be "actionable." They looked at past plans, many individual area plans, etc. They looked widely and reduced all of this to a series of goals and objectives. Previously the plan didn't sort long-term from immediate. Smaller levels and objectives must align with larger goals.

They are now at a point where they are ready to send the plan to the board for approval and then start implementation tasks. They want to create a database to track objectives better, align this to the budget process better. Everyone will have to align their budget to the goals in the strategic plan. Haven't decided if we need to get trained in balance score-card methodology. This hasn't been decided yet and they have to work on communication plan, too. A lot to do between January and July. Designed for fy2010. It will be in place for one year and then go through the process again. Can you find your unit in at least one of the goals or objectives? Will this be useful for at least a year? They are happy with it after all the revising is done and want to begin to actually work with it.

Cindy Hutman asked a question sent to her by Shawn Mikulay about need to define learning in the strategic plan.

Phil Garber said they pulled learning out to make it a core value. He didn't know the origin of the term "core value." Maybe name needs to be changed to philosophy statement. However, they took learning out and made it a core value to highlight the importance of teaching and learning. It needed to be more prominent. Explain what we meant by learning and that became the philosophy statement. When shifted to core value they felt they needed to define learning and that became the philosophy statement. It turned out well, putting the learning central in the piece as opposed to a "customer service" view.

Dan Kocher pointed out that in the vision statement they say they are restating the core value but they actually change it a little. They restate it here as "encourage learning," however the core value is "learning." These are two different things. They have actually redefined the core value in the vision statement. Encouraging learning is different from learning.

Sue Ford said that encouraging learning is what we do and learning is what students do

Dan Kocher asked what was the real meaning they intended

Phil Garber said he didn't notice the difference and doesn't know what they meant. The vision statement tries to explain more clearly what they meant...want to be the best center for learning. "To be the best center of learning in the United States" but there is a subtle change when they restate in the philosophy statement where they say that encouraging learning is the goal. They tried to look at all the objectives that will lead to goal of becoming the best center of learning.

Dennis Lynch said that the goal is to be the best center of learning in the U.S. When we compare ourselves to Harvard, Yale, Stanford, we believe we will be at their level?

Phil Garber said, yes, on some measures, he believes we will be. Need to define those measures, we have some performance indicators in place, student satisfaction, graduation persistence. We need to define more, the ones that work for us.

Sarah Dye asked if it goes to the board next Tuesday?

Phil Garber said in January.

Sarah Dye said that people can still send comments.

Phil Garber said it goes to the board in December as an information item but they won't act on it. They have too much to do this month.

Secretary's Report: Cindy Hutman

Dan Kernler's name spelled wrong
Howard moved to approve, Marcia Luptak seconded. Approved, 4 abstentions

Treasurer's Report: Linda Hefferin

Report attached. Accepted.
Some checks still uncashed from 2007. College needs to re-issue.

President's Report: Sarah Dye

Report attached.
Sarah Dye said the written reports were all in the packet. Do we need to go through them?
Tim Anderson suggested that if it was vital to discuss or something wasn't not in the written report or if anyone have anything to add, then we should discuss.
Sarah Dye said that she keeps updating until noon on Wednesday so it would only be things that happened after noon. She asked if anyone had anything to add to the written reports.

1st Vice President's Report: Dan Kernler

Report attached.
Dan Kernler said that hopefully we will have Arturo Vasquez' Latin jazz band for the EOS party.
Sarah Dye said that she would add this information onto the new invitation to be sent out next Monday.
She also commented that Mary Bossler's retirement party is that night, too. Vince's team party may be that night, too.

2nd Vice President's Report: Sue Ford

Report attached.
Sue Ford said the culinary search was just canceled. One of the secretaries told a candidate who is a long UAF2 that there weren't adequate candidates. This UAF2 was told 4 years ago he/she didn't make the cut because of no masters. Now has almost a PhD and didn't even get a phone interview.

Have to do something about instructional coordinators who think they are supervisors of UAFs. Scheduling is not being done correctly, either. We will have to grieve it if it continues. Adjuncts need to know their contracts so they can report infractions. Sarah Dye said she will make it a topic for the coordinators meeting in the spring. Sue Ford or Sarah Dye need to have preliminary discussions with the offending coordinators beforehand.

3rd Vice President's Report: Dave Lawrence

Communication Liaison's Report: Bill Demaree
Report attached.

Committee Reports: see attachments

Academic Policy Committee—Dawn Munson, Jennifer McClure vice-chair
Academic Computing Committee

BOT finance committee—Linda Hefferin

Curriculum Committee—Maureen Lange

Elections—Bill Demaree

Faculty development—Beth Santell

Grievance—Sue Ford and Howard Russo

Howard Russo said that UAF additional load will be discussed in a meeting after school lets out. They haven't yet met on insurance issues including co-pays on prescriptions, etc. Payment for lab maintenance issue, the meeting is next week. He reminded us that we, as faculty members, can supervise SECCA employees but we are not supposed to do evaluations, falls on deans, not faculty members.

Insurance Committee
Report attached.

IT Committee—

MAGIC—Joyce Fountain
No Report.

Membership—Tim Anderson
Report attached.

Negotiations—Dan Kernler
No Update

Student Email Rollout—
Report attached.

VP for TLSD Search

Roger will not be serving on the committee going forward. Sarah Dye has a meeting with Dr. Sam tomorrow and Roger can come if he wants to. She asked if she could speak to BOT about this search. When Roger resigned from the search committee, it seemed more imperative to do that. She wants to speak to the board next Tuesday, hopefully in closed session rather than in open session. The concern is closing down the search with no definite information about the plan going forward. The board has never heard faculty viewpoints about this whole search. Dennis Lynch asked for clarification of what is going on. Sarah Dye said the board shut it down but didn't explain why. We don't know why or when it will resume. They apparently didn't like the applications they got. Dr. Pelletier withdrew

from the search. One thing after another happened and we haven't gotten a clear indication from the board about what is going on.

Roger Ramey said they claim they closed down on HR recommendations.

Dennis Lynch asked if the pool was not diverse enough.

Sarah Dye said that one comment made was the pool was too small.

Roger Ramey said they got 40 applications.

Howard Russo asked Roger if he saw the applications and felt they were deep enough? Were there good candidates?

Roger Ramey said there was at least one.

Howard Russo asked if they could have interviewed 3-4 people

Roger Ramey said yes.

Elizabeth Becker asked if maybe it would resume spring semester? Could be summer or next fall. This is an extremely important position that they are willing to leave vacant.

Sarah Dye said that one comment made was the fact that the economy is in shambles. So no one wants to leave his/her current job and take a chance to move someplace else, sell a house,

Elizabeth Becker said it is not going to get better in next year.

Sarah Dye said she would be delighted if faculty want to come to the BOT meeting on Tuesday. She will update us on what happens in the meeting with Dr. Sam tomorrow.

Sue Ford said that faculty attending the meeting would give support.

Howard Russo said that considering the search is on hold, we would have time to invite the BOT to our meeting.

Sarah Dye said that faculty need to have a louder voice in this. Open meeting, faculty in general can come but only Roger Ramey and Sarah Dye would probably be able to go to a closed meeting.

Special Order—

Consent Agenda—

Sarah Dye mentioned several things. Ended up with changes on committees because of retirement, coordinator, new Title V grant coming up. Then we have Marge Schildknecht is Gretl's replacement on the full time faculty. We need one more person for her pick on her tenure committee. So we have two people lined up for her committee.

Linda McEwan said that there is a replacement for the assessment committee. Number 4 on the consent agenda, Stacey Shah would replace her on this committee

Tim Anderson moved to approve the consent agenda, Howard Russo seconded. Motion approved

Old Business

Academic Calendar

Constituents retreat responses from senators

No report

Website storage issue

EOS Party

Dan Kernler reported that there is a \$75 room fee for the EOS Party. We need to decide on the total amount to spend.

Howard Russo moved that we spend \$375 for the EOS party, Sue Ford seconded. Approved, unanimously.

Regalia for UAF's

Sarah Dye said they have some preliminary results from the survey sent to part-timers and a list of who has gone in the past and that is going to Dave Lawrence. There is a list from administration of who has gone in the past and whether they rented or brought their own regalia.

MFA committe

UAF pay for committee work

Marcia Luptak asked about pay for reading applications on search committees?

Sarah Dye said that administration doesn't see how they can monitor time and pay accurately.

Marcia Luptak said we have to go to HR to do the reading and it insulting to think that UAF's won't report accurately.

Howard Russo asked if they have refused to pay. Has anyone put in a time sheet? If so and they have been refused, then grievance can take over.

Marcia Luptak said she thinks that Anne Marblestone was refused.

Sarah Dye asked if the UAF senators could approach administrators as a group. See if the group can have an effect and then do the grievance.

New Business

Elizabeth Becker said she appreciated getting the COD information about the BOT decisions. It is very scary.

Rick Bonnom asked if we should send a support letter?

Sarah Dye asked for a motion for Cindy Hutman to write such a letter.

Roger Ramey moved and Elizabeth Becker seconded, Motion approved.

Constitution Committee

Sue Ford said new committee needs to be established. There are ome gaps with faculty-to-faculty problems.

Sarah Dye said to let her know individually if Senators want to serve. Also need to send out an e-mail to all faculty to see if someone wants to be a member. She will do this before Opening Day.

Security Violations

Sarah Dye said there is a report done by an independent company that went around and reported on security violations across campus. She asked us to help our constituents to understand what is going on. Share information.

Thanks

Sarah Dye thanked us for our service to the college and institution. She asked us to stay in close touch with our constituents. She is trying to get information out there to all the faculty. Tim Kaar is getting agendas up on the union website and then senate minutes go up. Please encourage constituents to read and ask questions. Tried really hard to get information out. She understands that people were feeling divorced from the union and this way we can involve more people.

Opening Day

Sarah Dye reported that it is set up differently and a bit of a problem. We only have 1 hr 15 min. She is trying to get more time. We don't have much to say. It won't be as involved as our fall meeting was. Not necessary to repeat everything since we have been working on keeping everyone informed. Need help with putting together agenda.

She announced that January 16 is the new faculty ECCFA orientation, 9 a.m. in ICT123

Dan Kernler said we seem to have had better attendance in the past

Sarah Dye said the coordinators meeting is January 16th, too, 1-2, ICT 123

Rick Bonnom moved to adjourn. Roger Ramey seconded. Adjourned at 4:12 p.m.

Respectfully submitted by Lucinda Hutman, Secretary ECCFA

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