



**ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION**  
**Senate Meeting on April 16, 2008**

Dr. Linda Hefferin, President presiding

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| <input type="checkbox"/> Beverly Augustine | <input type="checkbox"/> Marcia Luptak  |
| <input type="checkbox"/> Elizabeth Becker  | <input type="checkbox"/> Linda McEwan   |
| <input type="checkbox"/> Richard Bonnom    | <input type="checkbox"/> Chris Newman   |
| <input type="checkbox"/> Susan Ford        | <input type="checkbox"/> Mary Peterhans |
| <input type="checkbox"/> Rick Green        | <input type="checkbox"/> Roger Ramey    |
| <input type="checkbox"/> Robert Harmon     | <input type="checkbox"/> Howard Russo   |
| <input type="checkbox"/> Clark Hallpike    |   |
| <input type="checkbox"/> Linda Hefferin    |   |
| <input type="checkbox"/> Dan Kernler       |   |
| <input type="checkbox"/> Crystal Kerwin    |   |
| <input type="checkbox"/> Dan Kocher        |   |

Meeting called to order by Dr. Linda Hefferin at: 3:05 pm.

Senators absent: Tim Anderson, Mary Arndt, Ron Kowalczyk, Dennis Lynch, Rachael Tecza

Guests: Dr. Phil Garber, Tim Moore

**Planning & Institutional Effectiveness: Dr. Phil Garber**

Dr. Garber explained the progress of the Planning & Institutional Effectiveness Committee during the past few months. The college is using an outside consultant, Scott Epstein, to develop our strategic plan. Two handouts were distributed; one which included details on ECC's Strategic Plan, and the other which sought input via e-mail to Dr. Garber; or either of our faculty representatives on this committee, Elizabeth McNulty or Candy Moore. A web survey URL was also provided.

**Student Surveys**

Tim Moore briefly explained a pilot program in which ECC is participating as part of a HECA (Higher Education Consultants Association) grant. The pilot, which is modeled after a University of Illinois online program, involves measuring the effectiveness of peer mentors. Tim stressed that the student mentors do not deliver instruction, but there was concern that instruction seems to be part of mentor's duties. Further comments were made regarding questions on the surveys and why they were necessary to measure the program effectiveness. Tim agreed to research if some questions could be removed or revised. Faculty Senate should come prepared to discuss the surveys in more detail at the April 30 Senate meeting.

**Secretary's Report**

Linda asked the following corrections be made to the April 2 minutes:

1. "Bill Demaree stated he received 60 comments from others, regarding the past Sentinel." be changed to the following: Bill received 60 requests from non-ECCFA members that the Sentinel be sent to them.
2. "Dr. Sam has asked that the 3 members of the Tenure and Evaluation Handbook Committee and Faculty Development Committee be at the May Board meeting. . . " May be changed to April.
3. "The Board will indicate whether these handbooks will be ratified at the May meeting." May be changed to April meeting.
4. "Linda Hefferin stated that a constitutional change." Add before end of sentence: would be necessary if Dennis' suggestions regarding instituting an open forum and closing nominations one week prior to elections be made an ECCFA policy.
5. Kurt Perrin's name should be added to the list of Election Judges.

Sue Ford moved to approve the admended ECCFA minutes from 4/2/08. Roger Ramey seconded the motion. The motion passed unanimously, except for four abstentions.

#### **Treasurer's Report: Linda McEwan**

Linda mentioned that she is forming a committee to examine the ECCFA's financial documents. Names were provided to Linda of possible committee members: Sherry Hellmuth, Marguerite Savage, Roger Ramey.

#### **Communication Liaison's Report**

The date for publication of the next *Sentinel* has been extended to Friday, April 18, to accommodate election results.

#### **Committee Reports**

##### **Grievance Committee**

Susan Ford stated that she and Sarah Dye will meet with Dr. Tony Spahr later this week regarding the UAF load grievance and that an article summarizing the outcome would be provided for the *Sentinel*. Sarah is also providing an article regarding the HMO settlement.

Clark Hallpike provided a scenario where UAF 1s might not receive any classes if UAF 2s accept nine hours. Susan referred back to the 1994 grievance settlement regarding UAF load. A meeting between ECCFA leadership with Dr. Pelletier and Dr. Spahr will be scheduled once the current UAF load dispute is settled.

Marcia Luptak suggested that instructional coordinators be appointed for ABE and ESL. Rick Green will pursue this issue with Dr. Pelletier. Dan Kocher reminded everyone that our members need to be more vigilant in ensuring contract language regarding load is followed.

##### **Information Technology**

Dan Kocher reported on the latest actions of the IT Committee, including the phone training. The manual can be downloaded from e-net. Ninety-minute training is also available. There was some confusion whether the training is required. Rick Green will check into this matter.

Dan also discussed the upcoming Office 2007 rollout and training. Tim Kaar and Dan have asked that the role and charter of the IT Committee be reviewed at the next IT meeting.

Elizabeth Becker commented on recent articles from the *Chronicle of Higher Ed* regarding a lawsuit involving D2L and Blackboard which might limit D2L's capabilities. Elizabeth suggested it might be time to evaluate the use of D2L as our online learning platform.

##### **3<sup>rd</sup> Vice President Report**

Dan Kocher referred to a situation where new language was applied to a former UAF2. The situation has now been settled, reinstating the UAF2 to his former position.

##### **2<sup>nd</sup> Vice President's Report**

Susan Ford distributed a list of inactive UAFs which was received from Human Resources. The list appears inaccurately, so Susan asked for the help of the Senate in checking names. Signed membership cards continue to come in.

Susan complimented Lori Clark for her work with the ECCO. Lori and her staff recently attended the annual spring conference for the Illinois Community College Journalism Association, where the ECCO won 2nd place in Overall Excellence for monthly & tri-weekly newspapers. They also received nine individual student awards. Lori was elected to the ICCJA Board of Directors as an at-large member.

A question was raised regarding the availability of professional development funds for UAFs. Now that the handbook has been ratified, Faculty Development expects to be ready to handle UAF requests shortly.

Marcia Luptak brought up a question regarding required training for ABE and ESL instructions, where the instructors were being required to pay for the training. Susan and Dan will follow up to confirm whether the college should be paying for any required training.

The question of a new webmaster was discussed. Linda will check to see if Tim Kaar will agree to accept this position. Susan asked that a picture of new officers be taken for the website. Linda will check to see if Mark Carriveau can be present May 14 so Dr. Sam can be included in the picture.

#### **1<sup>st</sup> Vice President's Report**

Rick Green reported on his meeting with Dr. Spahr. Language was signed which stipulate conditions if faculty move to an administrative position. HMO checks have been mailed.

#### **President's Report**

Linda also provided a general Board of Trustee update, including highlights of the April 9 Board meeting and the April 10 All-Campus meeting. The Elgin Trades Council presented information at the Board meeting. Dr. Sam has sent a letter to the Trades Council representatives in response to their presentation.

Dr. Phyllis Folarin was re-elected as chair of the Board of Trustees; Dr. Ellie MacKinney was re-elected as Vice Chair. Dr. McBride and Dr. MacKinney will be serving on the search for the Vice President of Teaching, Learning, and Student Development.

Brief details regarding an April 2009 ECC referendum were provided. The ECCFA will be heavily involved in the referendum activities.

College organizational changes were discussed. Dr. Sam has requested 3-4 faculty participants to serve on a search committee to replace Dr. Glickman.

Linda confirmed that Rose DiGerlando was contacted and agreed to use the newly approved faculty evaluation instruments in ESL classes.

#### **Old Business**

ECCFA Retreat: Dan Kernler has assembled a committee of the following faculty members:

Susan Ford, Rick Green, Howard Russo, Tim Anderson, Pat Parks, Candy Moore, Clark Hallpike, Lyn Ducar, Arturo Vasquez, Sherry Hellmuth, Rich Bonnom, and himself. The committee will meet Friday, April 18.

#### **New Business**

None.

#### **Division Issues**

None.

**Adjournment:** Dan Kocher moved to adjourn the meeting. Chris Newman seconded the motion. The motion passed unanimously. Meeting was adjourned at 4:27 pm.

**Respectfully submitted by:** Linda Hefferin, Acting ECCFA Secretary

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