



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



## ELGIN COMMUNITY COLLEGE FACULTY ASSOCIATION Senate Meeting on April 28, 2010

Sarah Dye, President, presiding

Elizabeth Becker	Dan Kocher
Rick Bonnom	Dave Lawrence
Lori Clark	Marcia Luptak
Sarah Dye	Luis Martinez
Sue Ford	Shawn Mikulay
Clark Hallpike	Gary Norden
Linda Hefferin	Mary Peterhans
Cindy Hutman	Howard Russo
Crystal Kerwin	Nicole Scherger

Newly elected Senators present: Michele Brynelsen, Vicki

Walker

Absent: Beverly Augustine, Sumitra Duggirala, Tim Kaar, Manuel Salgado, Scott Vaszily

Newly elected Senators: Patricia O'Brien, Mary Arndt, Josefana Aleman, Cathy Tomasik

Meeting called to order by Sarah Dye at: 3:07 p.m.

### Guests:

**Dr. Sam**—Dr. Sam thanked us for putting up with all the challenges we have on campus. He said he knows it is difficult. He said they had two options: spread the inconvenience out over a 5 year period without being too bad or doing it intensely for 2 year. He said the difficulties are compounded by the closing of Spartan Dr. By school in August, we will have netted 1500 parking spots. The down side is that Spartan Dr. will open again on May 25, but they will close the parking lot on Spartan Dr. to restripe it that week. There will be enough parking spots for the summer, however.

Dr. Sam said the main reason for his visit to Senate, however was to discuss the search for the Vice President of TLSO. The committee recommended that we continue the search. We do not have someone on board to be VP. The current committee will remain in place and hopefully will find someone for Spring 2011. Rose Digerlando will remain in the role that she has now until further notice. He said we have to remember that we cannot "settle" in searches. If we are unsatisfied, we should reopen the search. He was hoping to have a new VP to bounce ideas off of about changes in our structure. But we will continue to progress and some changes will take place. He said that one of the major needs that isn't being satisfied right now is developmental education. We don't have a strong enough structure in place for developmental education. Another issue that needs work is the green initiatives. Programs and careers in this area are increasingly in demand. We need to address this need. The college's new structure will have green initiatives in it. Also, we need to address the regional training center for public safety. We need someone to lead that and change the name. Some initiatives are still rough because he has not had the opportunity to discuss them with Dr. Pelletier or a new VP.

Dr. Sam said he is splitting one area into two—Science, Math Engineering and Health Professions will have another dean. There are so many programs in the Health professions and nine more programs that could be developed in the near future. He said we had about 17 applications for the dean's in that area. He is concerned that some people saw the two areas

and didn't feel qualified in both areas. So, he is going to split the division and hope to have a second dean by January, 2011. He wants to equalize the various areas and so some other areas may be split or moved. Human services, for instance, might be better with health services. He doesn't know but that is something he would like to explore. He is interested in our ideas about areas that might be misplaced. If we have ideas, we should send him an e-mail. Everything he receives will be considered. He doesn't anticipate any net new positions or any lay-offs. No deans will be lost.

Dave Lawrence asked what the short to medium solution for the dean to MSLP was.

Dr. Sam said he hasn't spoken to the people in that area yet so he will talk to those people first before he lets us know what will be done.

Elizabeth Becker asked if they could have input into the descriptions for the deans' positions.

Dr. Sam said these are being developed now, so let him know who could be a point person or get the name to the search committee so they can look at descriptions. He will make sure that is done. HR has it right now and is anxious to get it done ASAP.

Sarah Dye said that we need to do two things while current Senators are here. She suggested that we approve minutes for April 14, 2010, and then ask for a vote to change the order of business to approve the consent agenda.

#### **Secretary's Report: Cindy Hutman**

Howard Russo moved to approve the April 14<sup>th</sup> minutes. Rick Bonnom seconded. Approved. 1 abstention.

Elizabeth Becker moved to change the order of business and to go to the Special Orders and Beth Santel's presentation. Luis Martinez seconded. Approved.

#### **Special Orders**

##### **Approval of committee members (treat as Consent Agenda)**

##### **1. ECCFA Spring Elections 2010:**

**President:** Sarah Dye

##### **Academic Computing**

Mary Peterhans, **BUS**

Stacey Shah, **COUN/LIB**

##### **Academic Policy**

*Pending*, **BUS**

Johanna Cummings, **CABS**

Jason Kane, **CABS**

Dawn Munson, **CABS**

Carol Szabo, **CABS**

Manuel Salgado, **COUN/LIB**

*Pending*, **LVPA**

Dana Kurpius, **MSLHP**

##### **Assessment**

Ken Teets, **BUS**

Ruby Sanny, **CABS**

Arturo Vasquez, **COUN/LIB**

*\*No Candidate*, **LVPA**

Sharon Walicek, **MSLHP**

*Pending*, **MSLHP**

##### **Curriculum**

Jesse Bader, **BUS**

Linda Conniff, **BUS**

Tim Anderson, **CABS**

Parul Raval, **CABS**

Joseph Rosenfield, **CABS**

Ellie Swanson, **COUN/LIB**

*\*No Candidate*, **LVPA**

Donna Garcia, **MSLHP**

Nicole Scherger, **MSLHP**

Karen Taylor, **MSLHP**

##### **Faculty Development**

Glenn Mayer, **BUS**

Marc Healy, **CABS**

Marta Walz, **CABS**

Beth Santell, **COUN/LIB**

Connie Orbeta, **LVPA**

Elizabeth Becker, **MSLHP**

Michelle Brynelsen, **MSLHP**

##### **Grievance**

Shawn Mikulay, **CABS**

Armando Trejo, **COUN/LIB**

Howard Russo, **LVPA**

Janet Flynn, **MSLHP**

Billie Barnett, **UAF1**

**Honors**

Rachael Tecza, **CABS**

Bill Pelz, **LVPA**

Catherine Moushon, **MSLHP**

**Negotiations**

Linda Hefferin, **BUS**

Shawn Mikulay, **CABS**

Manuel Salgado, **COUN/LIB**

Howard Russo, **LVPA**

Mary O'Sullivan, **MSLHP**

Dan Kocher, **UAF2**

*Pending*, **UAF1**

**Senate**

Linda Hefferin, **BUS**

Roger Ramey, **BUS**

Cindy Hutman, **CABS**

Pat O'Brien (one-year replacement), **CABS**

Glenn Turner **CABS**

*Pending*, **LVPA**

Mary Arndt, **MSLHP**

Michelle Brynelsen, **MSLHP**

Luis Martinez, **MSLHP**

Josefana Aleman, **UAF2**

Richard Bonnom, **UAF2**

Marcia Luptak, **UAF2**

Dan Kocher, **UAF2**

Cathy Tomasik, **UAF2**

Scott Vazsily, **UAF2**

Dave Lawrence, **UAF1**

Vicki Walker, **UAF1**

- 2. Equity Action Team (Dr. Sam, Chair):** Sarah Dye, Linda Hefferin, George Rosa, Parul Raval, Ron Kowalczyk
- 3. Summer ULI Applications:** not all forms are in yet so let's table this vote until the May 12<sup>th</sup> meeting
- 4. CIS FT Faculty Search (Jeff Boyd):** Glenn Mayer (to replace Lori Davy)
- 5. Elections of Senate Officers for 2010-2011**  
(includes nominations and elections for the following positions: 1<sup>st</sup> VP; 2<sup>nd</sup> VP; 3<sup>rd</sup> VP; Secretary; Treasurer)

Dave Lawrence moved to remove #5 from the consent agenda. Marcia Luptak seconded. Approved.  
Dan Kocher moved to remove #2 from the consent agenda. Marcia Luptak seconded. Approved

Dan Kocher moved to approve take #1 and 4 as a consent agenda. Marcia Luptak seconded. Approved.  
Elizabeth Becker moved to approve the consent agenda. Luis Martinez seconded. Approved (1 and 4)

#### #2, Equity Action Team

Luis moved to approve #2 of the Special Orders (Equity Action Team). Sue Ford seconded.

Dan Kocher asked what this is.

Sarah Dye said this is the fourth area in AtD regarding college relationships. It came out of the work with the Kaleidoscope group. It is the beginning team that will start meeting May 7. There will be four councils underneath that. The councils will be made up of different faculty than this initial team. All of this was in the e-mail Dr. Sam.

Dan Kocher said this is not the same as "equity week" that we do with the union?

Sarah Dye said that it is different and has to do with diversity or inclusion at ECC.

Dan Kocher called the question.

Approved.

Sarah Dye did some presentations to the former Senators that are leaving. She recognized Michelle Brynelsen as a new Senator in attendance.

#### #5, Election of officers for 2010-2011 and five positions to fill, three VP's, Secretary, Treasurer.

Linda Hefferin nominated Luis Martinez for 1<sup>st</sup> VP. Roger Ramey seconded. Approved.

Roger Ramey nominated Sue Ford for 2<sup>nd</sup> VP. Dave Lawrence seconded. Approved.

Cindy Hutman nominated Dave Lawrence for 3<sup>rd</sup> VP. Sue Ford seconded. Approved.

Linda Hefferin nominated Lori Clark for secretary. Dan Kocher seconded. Approved.

Crystal Kerwin nominated Linda Hefferin for treasurer. Roger Ramey seconded. Approved.

#### Faculty Development Handbook Revisions

Beth Santell said that the committee had made changes to the Faculty Development Handbook. They are not major changes like when we redid the whole book. They don't want to take it clear to the board but want to make sure that the college's new goals are in the handbook and they want us to approve these changes. She said that the committee secretary ends up sending back about 50% of the requests for further information. So the request form is more specific to help reduce the amount of scrambling that the secretary has to do to get completed paperwork in efficiently. Those are the changes. Changes are highlighted so we can see what is being changed. In some cases, the names of forms were different on the forms than in the handbook. So they changed any of the errors to match what is really being done and the forms that are being used. There are three Senators who are also on the committee so in the next meeting, they will be able to address our questions.

Sarah Dye said she will send out changes to all senators this week so we can vote on them at the next meeting.

Sue Ford asked if there is something in the FD handbook that says they are supposed to review this document periodically.

Elizabeth Becker said yes, it does say that.

#### Treasurer's Report: Linda Hefferin

See attached. Linda Hefferin reported that there was an error in last month's report. Dues were

underreported and so the total was off but is now corrected.  
Report accepted.

**President's Report: Sarah Dye**  
See attached.

**1<sup>st</sup> Vice President's Report: Luis Martinez**  
No report.

**2<sup>nd</sup> Vice President's Report: Sue Ford**

See attached. Sue Ford added that the dean in MSLP decided that if he allowed UAF's to teach extra courses, he would set a precedent. So they added a line in the assignment of load document stating that the list of "grandfathered" faculty is finite. The list can't be expanded and that seems to have relieved the problem in that area. This addition will come to Sarah Dye for a signature.

Sarah Dye said that only 6 people are signed up for the great teachers conference. Please pass this information along to our colleagues even if we are not personally interested.

Luis Martinez said this is a great opportunity.

Sarah Dye asked about part of Sue Ford's report regarding assigning a UAF2 as a coordinator and asked in what area this was being considered.

Sue Ford said it was in Dan Kocher's area and he may get that position.

Dan Kocher said that he recommended that a full-time person should do it so they don't miss any of the meetings. However, no one will take the position. He will do it for at least a semester.

**3<sup>rd</sup> Vice President's Report: Dave Lawrence**

See attached. Dave Lawrence has a concern that the extra load approval is not coming through for a lot of the areas for fall.

Sue Ford said that if we look at load requests, they don't come until later in the process. She said she is not aware of any denials from administration because we are desperate to staff classes right now.

Howard Russo asked if Dr. Vince Pelletier is coming back.

Sarah Dye said that he was back in the hospital last week so we don't know whether he will be back or not. Rose Digerlando is in place until then.

#### **Committee Reports:**

**Academic Policy: Dawn Munson**

See attached.

**Academic Technology: Mary Peterhans, Dan Kocher**

See attached.

**Achieving the Dream: Sarah Dye and Linda Hefferin**

See attached.

**Alliance for College Readiness: Alison Douglas**

No report.

**Assessment Committee: Shawn Mikulay**

No report.

**BOT Finance Committee: Linda Hefferin**

No report.

**Communication Liaison: Gary Christenson**

No report.

**COPE: Ron Kowalczyk**

See attached.

**Curriculum Committee: Maureen Lange**

See attached.

**Elections: Bill Demaree**

No report.

**Faculty Development: Beth Santell**

No report.

**FAV's: Dan Kernler**

See attached.

**GIST: David Burke**

No report.

**Grievance: Howard Russo and Sue Ford**

See attached.

**Humanities Center: David Burke**

No report.

**Insurance: Lynn Ducar and Vicki Walker**

See attached. UAF's didn't realize they qualify for 403B plan. We need to get the word out.

Sarah Dye will put it in the Sentinel and on the website. Dave Lawrence said that part-timers in Math were very interested in this.

**Learning Communities (Steering): Alison Douglas**

No report.

**MAGIC: Joyce Fountain and Clark Hallpike**

See attached. Armando, Arturo, Sharon Baker are going to NCORE.

**Membership: Connie Orbeta**

See attached.

**Negotiations: Luis Martinez**

See attached.

**Scholarship: Steve Trail**

See attached.

**Sentinel: Bill Demaree**

See attached. Sarah Dye said that we need to do a year-end report. Deadline to send them to Sarah Dye would be May 10. Sue Ford asked if we could do it at the beginning of next year instead of at the end of the year this year.

Howard Russo moved that the major committee reports will be submitted for the first issue of the Sentinel in fall 2010. Sue Ford seconded. Sarah Dye said the deadline for these reports, then would be Monday, August 16<sup>th</sup>. Sarah Dye said she will send out an e-mail to remind everyone.

Roger Ramey called the question. Approved.

**Sick Bank: Ellie Swanson**

No report.

**Strategic Planning Committee: Sumitra Duggirala, Phil Garber, Elizabeth McNulty**

See attached.

**ULI April Classes: Armando Trejo, Luis Martinez, Mary O'Sullivan, Sumitra Duggirala**

See attached.

**VP for TLSD Search: Roger Ramey**

See attached.

**Webmaster: Tim Kaar**

No report.

**Other Committees**

**Old Business**

**College 101 Faculty Assignments**

Marcia Luptak said that John Coffin is still not following the contract in assigning faculty to COL101 courses. He is not considering seniority.

Sue Ford said that they have explained it over and over and John Coffin refuses to do it by the contract. Sarah Dye said that we now need to refer it to grievance.

Linda Hefferin said with the numbers of COL101 going up, we probably need a faculty member to coordinate those offerings rather than an administrator.

Dave Lawrence said there is a meeting for potential COL101 teachers. They have developed separate training for new and for existing teachers. There were 21 new people at the recruitment meeting.

Vicki Walker asked if we are in good shape with this?

Sarah Dye said that the issue isn't whether we have enough, it is that load is not being assigned by seniority.

## **New Business**

### **End of the semester get-together.**

Sarah Dye said we only have \$100-200 in the budget still.

Howard Russo asked if we could request money from administration.

Luis Martinez said he will leave May 14<sup>th</sup> for the Netherlands, so he won't be able to do the final coordination of this event. He said that we could find another place, not as close as Carmina's. However, another place may give us a better deal and better quality food. He talked to Armando Trejo about this and he said he could talk to the owner of a restaurant down by the armory. They have a big banquet room with a dance floor, etc. That owner will probably give us a better deal but he can't commit to doing much work toward this.

Sarah Dye said that we have about \$234. We need a subcommittee to work on this. We had a very successful party at Christmas when we paired with Rose Digerlando's area. She said we can ask Armando Trejo to work on this and she would like a couple other people.

Sue Ford asked if we can we talk to Dr. Sam and SECCA?

Linda Hefferin pointed out that we got money from both Dr. Sam and Dr. Pelletier and we still spent a great deal of money at Christmas.

Luis Martinez said we should pick a date today. He asked about Thursday, May 20.

Sue Ford asked about the week before that.

Sarah Dye said that we would have people teaching evening classes.

Sarah Dye asked if we want to do it at all or would we rather do it as a beginning of the semester get-together.

Luis Martinez moved to do a party at the beginning of fall semester 2010. Elizabeth Becker seconded.

The committee would be Luis Martinez, Armando Trejo and Rick Bonnom.

Dave Lawrence suggested that we do it August 19<sup>th</sup> 5 p.m., after Opening Day meetings.

Dan Kocher called the question. Approved.

Howard Russo asked about the microphone hanging from the ceiling in the union office.

Sarah Dye said it used to be part of a PA system that has been dismantled.

## **Division Issues**

### **Teacher Evaluations in ESL-**

Marcia Luptak said that the evaluator in this area is telling faculty they have to turn in lesson plans. She is telling them what to teach. She is also constantly rescheduling the classroom observations and the pre- and post-conferences. She gives them materials that she tells faculty they are required to use. In one case she called in the director for the post-evaluation conference. At least five faculty members have had some of these things happen. The evaluator is way beyond the scope of what a triennial evaluation should be.

Sarah Dye said that should go to grievance and grievance should tell Peggy Heinrich that she is risking a grievance if she doesn't reign in the person doing these evaluations.

### **IT Training for ABEC/FSQ Faculty (Student Log-in Process)—**

Marcia Luptak asked about this training. She said that in her area they were told that it is mandatory.

Some faculty stayed 2-3 hours after classes for a 15 minute teaching session that they shouldn't have to do at all.

Sue Ford suggested that ECCFA should send a note to Peggy Heinrich that this is not in the job description.

Rick Bonnom said that there was a sign-in sheet.

Sarah Dye suggested a conversation with Rose Digerlando which she will do.

### **Hounding teacher's for syllabi by 10<sup>th</sup> day.**

Marcia Luptak said that faculty at FSQ are still being told they have to turn in syllabi by the 10<sup>th</sup> day..

Cindy Hutman said that the faculty should be reminded that their syllabi should be submitted in a timely fashion.

Marcia Luptak said that she agreed. However, the problem was that the contract doesn't specify a deadline.

Howard, Rick moved to adjourn. Elizabeth Becker seconded. Adjourned at 4:50 p.m.

Respectfully submitted by Lucinda Hutman, ECCFA secretary

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