



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



**ECCFA Senate Agenda**  
**Senate Meeting: Wednesday, May 12, 2010**

**Sarah Dye, President, presiding**

**Elizabeth Becker**

**Rick Bonnom**

**Michele Brynelson**

**Lori Clark**

**Sarah Dye**

**Sue Ford**

**Clark Hallpike**

**Linda Hefferin**

**Cindy Hutman**

**Crystal Kerwin**

**Dan Kocher**

**Dave Lawrence**

**Marcia Luptak**

**Luis Martinez**

**Mary Peterhans**

**Howard Russo**

**Vicki Walker**

**Newly elected Senators present: Patricia O'Brien, Mary Arndt, Josefena Aleman, Joel Peck, Glenn Turner**

**Absent: Cathy Tomasik, Scott Vaszily, Sumitra Duggirala**

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

**Guests:**

- **Steve Trail and Marc Healy**—Steve Trail announced the winners of the 2010 ECCFA Scholarships. Also present from the Scholarship Committee was Marc Healy. The scholarships, in the amount of \$250 each, were presented to Anna Mangano and Whitney Holsteen.
  - Anna was nominated by Kim Tarver. Anna will take her PTA licensure, and she will be pursuing her education in physical therapy at the University of Iowa. Her ultimate goal is to obtain her doctorate in physical therapy.
  - Whitney won the Transfer Scholarship. She will be attending Illinois State University, where she will major in special education.

Trail encouraged everyone to donate to the ECCFA scholarship so that more can be given to the students in the future. Dr. Sam presented the checks to Mangano and Holsteen. Dr. Sam thanked faculty for donating to the scholarships.

- **Lisa Wiehle and Marcy Thompson**—Lisa Wiehle presented the Noel Levitz Survey results. According to Wiehle, this is the second administration of the survey; the first survey was done two years ago. The purpose of the most recent survey was to compare data from two years ago. Students were sent surveys via email, and 1,086 students completed surveys. Students rated their satisfaction of ECC services and also how important those services are. The satisfaction ratings, according to Wiehle, found that students were most satisfied with Responsiveness to Diverse Populations and Academic Services. They were least satisfied with Academic Advising/Counseling. The most important item for students was "The quality of instruction I receive in most of my classes is excellent." The top challenge for ECC that students identified was: "My academic advisor is knowledgeable about the transfer requirements of other schools." Students were also not satisfied with parking. A new category,

emergency staff responds quickly, was seen as one of the college's strengths. Wiehle said the next step is to send out the results report to other campus groups.

- **Manuel Salgado asked how many community colleges make up the national average.** Wiehle said more than 200 schools make up the average.
- **Linda Hefferin asked if our sample ratio statistics mirror our student body.** Wiehle said that there were slightly more Latino students in the sample.
- **Patti Jachowicz, Cathy Moushon, and Vany Wells**—Jachowicz, Moushon, and Wells presented information and updates on the Early Alert System. The referral system fits Achieving the Dream initiatives, and it is believed the system will also help with student retention and graduation rates. Jachowicz said that the goal of the system was for faculty to be able to stay connected to their students. If a student is not attending class, has missing or late assignments, low exam scores or other academic issues, faculty can use the Early Alert System. The Early Alert System is most effective in the first four weeks of class, but it can be used throughout the semester. Jachowicz said the process for the system was that students can use the Early Alert program through AccessECC. The instructor identifies the problem area, and a letter is sent to the student. Moushon said that she has used the system, and it is effective and easy to use. She said the letter sent to students includes various services on campus, including The Write Place, tutoring, Trio, etc. Wells said that they are hoping to have online training available for faculty by the fall semester. She also encouraged faculty who had completed the training to include information on the Early Alert System in their syllabi.
  - **Sarah Dye suggested that the committee write a statement for faculty to include in their syllabi and send it out to them.** Jachowicz said that a statement had already been developed.
  - **Dan Kocher asked if training would be available over the summer.** Wells said it wouldn't be available over the summer, but they will be working on it.
  - **Elizabeth Becker suggested the committee send an email out once online training is available.**
  - **Rick Bonnom said that an issue with the current system was that a faculty member can't see if a case manager (such as Trio) has already sent a referral.** Wells said that was one of the technical things that was still being worked out. She said that John Coffin would have more information. Some of the information about students is confidential and won't be able to be made public to all instructors. Jachowicz said that they would be measuring the effectiveness of the system and will eventually develop a survey for faculty and will look at retention measures. She recommended that faculty contact the committee with more questions or for more information.
- **Beth Santell**—Santell attended the meeting in order to discuss revisions to the Faculty Development handbook. In order to discuss and vote on the revisions, a motion was made to change the order of business.
  - **Elizabeth Becker moved to change the order of business. Rick Bonnom seconded. Approved.**
- Santell said that Senators had sent her questions regarding the passages in red that were in the handbook. She said this was not a change. Senators also sent her questions about the \$50 spending limit for food when traveling. She said that \$50 a day is the most a faculty member can get for food. It is a college policy that applies to faculty and administrators.
  - **Cindy Hutman moved to accept the changes. Glenn Turner seconded. Approved.**

**Recognition of New Senators**—Glenn Turner, Mary Arndt, Josefana Aleman, and Patricia O'Brien. These new Senators were unable to make it to the previous meeting when new Senators were seated. Joel Peck was also

present but had to leave prior to the recognition. Peck won the LVPA run-off election, which was done electronically through Survey Monkey. Seven people voted using this electronic option.

**Secretary's Report: Cindy Hutman/Lori Clark**

- Dave Lawrence requested that MSLHP be changed to MSEHP. Cindy Hutman will make those changes prior to transferring the minutes to Lori Clark.
  - **Howard Russo motioned to approve the amended minutes from April 28. Rick Bonnom seconded. Approved.**

**Treasurer's Report: Linda Hefferin**

- Hefferin reported that two changes have made to the Treasurer's Report. The first was a check for \$2291 for ULI and the second a check for \$2795 for scholarships. The ULI checks have not been approved yet. Hefferin reported that the Senate received a rebate of more than \$400 from the IFT for professional development (ULI).
- **Report accepted.**

**President's Report: Sarah Dye**

- Dye has an appointment on Friday to meet with Sharon Konny to give her feedback that she has received in regards to construction.

**1<sup>st</sup> Vice President's Report: Luis Martinez**

- No report.

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

- Ford reported she has been very busy and will send a report later. She said that she went back to the March 29 email regarding the negotiations survey and has been sending it to her constituents every week. She recommended that everyone send the survey link to constituents.

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

- Lawrence reported that he had been overwhelmed with work but said that he and Vicki Walker would split up the UA1 to contact them about the survey. Ford also reminded him that Sumitra Duggirala would be able to help, as she is a UA1 Senator, despite her UA 2 status.

**Committee Reports:**

**Academic Policy:** Dawn Munson & Jennifer McClure

- See attached.

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

- No report.

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

- See attached.
- Dye reported that the strategy report would be ready by this Saturday, May 15

**Alliance for College Readiness:** Alison Douglas

- See attached.
- College Readiness has gotten great press in the local papers.

- Amendments:** Dan Kocher
- Kocher has had three requests from people to be on this committee.
- Assessment:** Shawn Mikulay
- No report.
- BOT Finance Committee:** Linda Hefferin
- See attached.
- Communication Liaison** Gary Christenson
- No report.
- COPE:** Ron Kowalczyk
- No report.
- Curriculum:** Maureen Lange
- See attached.
- Elections:** Bill Demaree
- 
- Faculty Development:** Beth Santell
- 
- FAVs:** Dan Kernler
- See attached.
  - Kernler reported the Fox River Rescue Clean Up had been cancelled because only one person had volunteered.
- GIST:** David Burke
- No report.
- Grievance:** Howard Russo & Sue Ford
- See old business.
- Honors:** Alice Biggers
- See attached.
  - Biggers reported that the application to teach in the Honor's program is now on E-net. Interested instructors must go through E-net to apply.
- Humanities Center:** David Burke
- No report.
- Insurance** Lyn Ducar & Vicki Walker
- See attached.
- Learning Communities** Alison Douglas
- No report.
- MAGIC:** Joyce Fountain & Clark Hallpike
- Hallpike handed out newsletters. He said is their new co-chair is Kim Tarver.

**Membership:** Connie Orbeta

- See attached.

**Negotiations:** Luis Martinez

- See attached.
- Martinez said he did not have the exact number of surveys that have been completed thus far. He said it should be up to just the vice-presidents to send emails, but all Senators should send the surveys to constituents. The new Senators who do not have constituents yet will be assigned a group to contact. The link from the survey can be copied and pasted, and it was recommended that the email be sent out once a week until May 21, when the survey closes.

**Scholarship:** Steve Trail

- See information under visitors.

**Sentinel:** Bill Demaree

- See attached.

**Sick Bank:** Ellie Swanson

- No report.

**Strategic Planning:** Jim Dittus, Sumitra Duggirala, Phil Garber, & Elizabeth McNulty,

**VP for TLSD Search:** Roger Ramey

- See attached.

**Webmaster:** Tim Kaar

- Kaar will be stepping down as webmaster. An ad will be placed in the Sentinel asking for people to make applications to take over webmaster responsibilities. The executive board will then vet the applications and make a decision. Until then, Kaar will continue until his replacement is found. Dye said that the Senate may have to do this via electronic vote and asked that Senators check their email at least once a week during the summer months.

## Other committees

### Special Orders

- **Approval of committee members (treat as Consent Agenda)**
  1. **ECCFA Spring Elections 2010:** LVPA Senator Run-off Election: Joel Peck
  2. **Summer ULI Applications:** Manny Salgado (Negotiations); Dave Lawrence (Negotiations), Armando Trejo (Grievance II)
  3. **ECCFA Amendments Committee:** Dan Kocher (UAF2); Dave Lawrence (UAF1); Gary Christenson (FT)
  4. **President's Appointments:** *Communications Liaison:* Gary Christenson; *Sentinel Editor:* Bill Demaree; *Amendments Committee Chair:* Dan Kocher; *COPE Chair:* Ron Kowalczyk; *ECCFA Website Advisory Team:* Dave Reich; Sue Ford; *Parliamentarian:* Dan Kocher; *Volunteer Coordinator:* Dan Kernler
- **Howard Russo made the motion to accept the above items as a consent agenda. Josefana Aleman seconded. Approved.**

- **Howard Russo moved that above committee nominees be accepted. Roger Ramey seconded. Approved.**

## Old Business

- **IT Training for ABEC/FSQ Faculty (Student Log-in Process):** Sarah Dye (follow-up report)
  - Sarah Dye said that she had spoken to Rose Digerlando in regard to the mandatory training for ABEC/FSQ. Digerlando spoke with Peggy Heinrich about this and said the mistake would be corrected.
- **Refreshments for Senate Meetings**
  - Dan Kocher made a motion that each Senator give Crystal Kerwin \$20 for the refreshments she provides. Roger Ramey seconded. Approved.
- **Insurance Grievance**
  - Howard Russo and Susan Ford they had received a response for Dr. Sam in regard to the increase in co-pay that some faculty had experienced. Ford asked for permission to move forward with arbitration and to meet with Dr. Sam to discuss the issue. She said this was a change in benefits that is against the contract. She said the college was viewing this as actuarial value. Tony Spahr denied that there had been a change in coverage. The committee would like to meet with Dr. Sam and request that the college follow the spirit of the contract.
  - Linda Hefferin made a motion for the Grievance Committee to have an emergency meeting with Dr. Sam and approve up to \$5000 for arbitration, if necessary. Elizabeth Becker seconded. Approved.
  -
- **Faculty Development Handbook:** Beth Santell
  - See item under guests.
- **Mace Progress**
  - Howard Russ showed the progress that had been on the mace for graduation. He said it will be done by the ceremony.
  - **Susan Ford moved that Howard Russo be the first person to carry the mace at graduation. Luis Martinez seconded. Approved.**

## New Business

- **Treasurer's Report:** availability to the general membership on website (Dan Kernler)
  - Dan Kernler had requested that the ECCFA budget be available on its website. Kernler was interested to see how the construction of dues had been worked out after previous discussion. The problem with that is it is an open website available to anyone.
  - **Cindy Hutman moved to make it public knowledge that if faculty are interested in seeing a copy of the budget, they can get it from any of the Senators. Pat O'Brien seconded. Approved. A note will also be placed in the Sentinel.**
- **Use of ECCFA Website's email system** (Armando Trejo)
  - Armando Trejo wondered why we didn't use the email system available through the ECCFA website, especially since it is already being paid for. He said the site is secure and dependable. He said we should have an email that we can depend on, especially during negotiations. During negotiations, college email is not always available and is not private.
  - David Lawrence asked if there was enough memory. Trejo said yes, there was.

- Sarah Dye said this was a good idea for negotiations.
- Howard Russo made a motion for Trejo to explore this email. Pat O'Brien seconded.
- Discussion:
  - Linda Hefferin said that now is the time to increase our budget, if necessary.
  - Susan Ford said we have to be careful about emails from this account being forward to campus mail account because it is not private.
  - Luis Martinez agreed to a pilot program for the negotiations team and the Senators. After negotiations, extending it to the rest of the faculty can be discussed. He said it was really important to get faculty committed to not forwarding the information to their ECC accounts.
- **Howard Russo made a new motion to implement a pilot program of the ECCFA email for Senators and the Negotiations team. Pat O'Brien seconded. Approved.**
- **End of Semester Get-Together**
  - Rick Bonnam said that even though the Senate had agreed to not have a party at the end of this semester, he wants to have an informal gathering after graduation. Once a venue is located, an email will be sent.
- **Construction**
  - Linda Hefferin suggested that the Senate discuss the message sent by Miroslav Rezac in regards to the main parking lot being closed the last three days of the semester. Sarah Dye said that Sharon Konny had replied to the message and would take his concern to the Planning Committee.
- **Employee Recognition**
  - Elizabeth Becker expressed concern about the day of the Employee Recognition Reception. She said for the last couple of semesters, it has taken place during class time. She said it would be better if the reception was on grading day because then more faculty would be able to attend. In the past, it has been on grading day. Sarah Dye said she would, again, carry that message to the administration.

## Division Issues

## Adjournment

- **Howard Russo moved to adjourn. Elizabeth Becker seconded. Meeting adjourned at 4:53 pm.**

Respectfully submitted by Lori Macias-Clark, ECCFA Secretary