



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



**ECCFA Senate Minutes**  
**Senate Meeting: Wednesday, October 6, 2010**

**Sarah Dye, President, presiding**

**Josefana Aleman**  
**Mary Arndt**  
**Elizabeth Becker**  
**Michele Brynerson**  
**Julie DeLong**  
**Len Fitzpatrick**  
**Susan Ford**  
**Clark Hallpike**  
**Linda Hefferin**  
**Cindy Hutman**  
**Crystal Kerwin**  
**Dan Kocher**  
**David Lawrence**  
**Marcia Luptak**

**Lori Macias-Clark**  
**Luis Martinez**  
**Gary Norden**  
**Patricia O'Brien**  
**Joel Peck**  
**Roger Ramey**  
**Howard Russo**  
**Manuel Salgado**  
**Cathy Tomasik**  
**Glenn Turner**  
**Scott Vaszily**  
**Vicki Walker**  
**Cassandra Watson**

**Absent: Rick Bonnom, Clark Hallpike, and Mary Peterhans**

**Meeting called to order by Sarah Dye at 3:08 pm**

**Guests:**

**Secretary's Report: Lori Macias-Clark**

- **Regular Meeting Minutes—September 22, 2010**
  - Luis Martinez motioned to approve the September 22 minutes. Susan Ford seconded. Approved with one abstention
- **Closed Session Minutes—September 22, 2010**
  - Two minor changes were suggested to the closed session minutes.
  - Elizabeth Becker motioned to approve the September 22 closed session minutes. Pat O'Brien seconded. Approved with one abstention.

**Treasurer's Report: Linda Hefferin**

- Hefferin reported that Roger Ramey helped her to file the non-profit tax return form on October 5.
- **Report accepted.**

**President's Report: Sarah Dye**

- See attached report on Senate agenda.
- "Each faculty member is represented by one sitting senator. The three Vice-Presidents have now distributed the constituent lists to each of the senators. You can contact the VP for your unit, FT, UAF2,

or UAF1, to find out who represents you and from whom you will be getting ECCFA information and updates periodically,” page three, October 6 agenda.

- Dye called this item out in an effort to remind Senators that it is their job to contact constituents regularly. She said that if we aren’t already contacting our members, then we need to start doing it.
- She said that she was approached by a faculty member who was interested in attending the IFT conference, but he was never contacted about it. The issue was resolved when the constituent was approached by his Senator.
- Cassandra Watson asked if Dye should be copied on all emails sent to constituents.
- Dye said that was not necessary, but if the Senators want to copy each other and work out arrangements to take turns sending out emails, that is fine.
- Dye ended with asking the Senators to try and do a better job with communicating with the membership.

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

- See attached report on Senate agenda.

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

- See attached report on Senate agenda.
- Ford said that the vice presidents had met with Rose DiGerlando. One of the items discussed was the proposed schedule changes (see September 22 minutes).
- DiGerlando said she was not aware that anyone had been told anything. She said the idea is just in the discussion stage. Ultimately, she said that no one is going to mess with space.
- In regards to the extra load issue. There had been concern about the 15 percent load issue. DiGerlando said she would continue to approve 12 hour loads for adjuncts, when necessary, but she expects the coordinators to hire new people too.

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

- See attached report on Senate agenda.
- Lawrence commented that he appreciated having the help from the UA1s. He said he is getting great help, and the adjuncts are sharing and sending out updates. He commented that he had never seen such good communication.

#### **Committee Reports:**

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

- See attached report on Senate agenda.

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

- No report.
- The September 24 meeting was not called to order because of a lack of quorum.
- Kocher said they still had a good discussion. The deans were there and made some good suggestions.
- He said there will be some recruiting efforts for help on the committee.
- The committee plans to focus on mission and goals, communication, and then develop some projects to work on.

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

- See attached report on Senate agenda.

- Luis Martinez questioned why all of the names of Achieving the Dream champions were always listed. Why couldn't we just mention the new additions? He stated he was unsure of the purpose of repeating all of those names on every agenda.
- Dye commented that the reason they were always listed was to advertise that people can join, and this is an opportunity for them to see who of their colleagues were already involved.
- Martinez wondered if that was information that could be listed and kept updated on the website.
- Dye questioned how many times people go on the website and that some people have questions about the agenda.
- Martinez said he was just making a suggestion.
- Elizabeth Becker said that the larger the list, the more paper that was being used. She agreed that we should only list the new champions and a complete list can be on the website.
- Manuel Salgado said that he agreed that it is unnecessary to repeat the names.

**Alliance for College Readiness:** Alison Douglas

- See attached report on Senate agenda.

**Amendments:** Dan Kocher

- No report.

**Assessment:** Shawn Mikulay

- See attached report on Senate agenda.

**BOT Finance Committee:** Linda Hefferin

- No report.

**Communication Liaison** Gary Christenson

- No report.

**COPE:** Ron Kowalczyk

- Kowalczyk was unable to attend the meeting, but Linda Hefferin passed around a sign-up for an Open House on October 11. The event will include several of the local politicians running in the November 2 election.

**Curriculum:** Maureen Lange

- See attached report on Senate agenda.
- A situation occurred within the committee where the members were asked to look at transfer program degrees. The committee voted on it, and it passed, Afterwards, there were some concerns that they were asked to do this.
- They asked Armando Trejo to look in the archives to see if this had been done in the past.
- It was discovered that it have been done in 1991, so there was no longer an issue.

**Elections:** Bill Demaree

- No report.

**Faculty Development:** Beth Santell

- No report.

**FAVs:** Dan Kernler

- See attached report on Senate agenda.

**GIST:** David Burke

- See attached report on Senate agenda.

**Grievance:** Howard Russo & Sue Ford

- See attached report on Senate agenda.
- Ford said that there had been a question about class size because the Curriculum Committee had been asked to include class size on their reports.
- Ford said there was an inkling that some of the classes were going into Curricunet at 30 students.
- Hutman said that the proposals were not available on Curricunet and that non-coordinators can't get certain information. They can only get information from their areas.
- Ford said there was a space on the form for maximum capacity of a class.
- Ford also said that the master course table was grossly out of date.

**Honors:** Alice Biggers

- No report.

**Humanities Center:** David Burke

- No report.

**Insurance** Lyn Ducar & Vicki Walker

- See attached report on Senate agenda.

**Learning Communities (Steering)** Alison Douglas

- No report.

**MAGIC:** Clark Hallpike & Kim Tarver

- No report.

**Membership:** Connie Orbeta

- See attached report on Senate agenda.
- The membership numbers are finally accurate.
- It was mentioned that there may be some people signed up but not on record as being members.
- Vicki Walker said she had filled out the paper and sent it through Inter-Office mail, and then Ford recently informed her she wasn't a member.
- Marcia Luptak said that people have had to be contacted multiple times because of various issues.
- Ford said that she met with Connie, who has a good system of tracking members. She said there were members of the full-time faculty who have been members for years, but their paperwork is gone.

**Negotiations:** Luis Martinez

- See attached report on Senate agenda.

**Scholarship:** Bev Augustine

- No report.

**Sentinel:** Bill Demaree

- See attached report on Senate agenda.

**Sick Bank:** Ellie Swanson

- See attached report on Senate agenda.

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

- Committee on hiatus.

**VP for TLSD Search:** Roger Ramey

- Committee disbanded.

**Webmaster:** Tammy Ray

- See attached report on Senate agenda.

## Other committees

## Special Orders

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

1. **Student Affairs Committee** (Chair: Carol Cowles): (replacement for one faculty member)  
Joyce Fountain
2. **TRIO Student Support Services – ESL Assistant Director Search** (Chair: Bruce Austin):  
Sharon Baker (MAGIC rep)
3. **Sustainability Committee** (Chair: Jeff Boyd): Mark Bosanac; Chris Sikora; Andy Erbach; Jill Russell; Mary O’Sullivan; Bill Demaree; Heidi Eaton
4. **ECC Foundation Scholarship Drive** (Chair: Sheri Lacy): Co-Chairs [includes Phil Howard (to represent SSECCA); Paula Amenta (to represent Administration)]; Sarah Dye (to represent ECCFA)
5. **Sick Leave Bank Committee** (replacement for retired faculty member) (Chair: Ellie Swanson):  
Roda Leland; Leticia Starkov
6. **Computer Forensics FT Faculty Search** (Chair Vince Pelletier): [reformation of committee from last year] Lori Davy; Glenn Mayer; Mark Pelzarski; Heidi Eaton; Billie Barnett (MAGIC rep)
7. **Temporary replacement for UAF2 Senator Cathy Tomasik for 2 months:** Loretta McCallester
8. **AtD FYE Workgroup Strategy Co-Chair** (replacement for resigned co-chair): Roger Ramey
9. **Honors Committee** (replacement for a member who resigned) (Chair: Alice Biggers): Miroslav Rezac

**Retention Alert Committee** (Chair: John Coffin & Vany Wells) (replacement for members who resigned):  
pending

**SENATORS: Please help recruit 2 or more faculty members for this committee!**

- **Cindy Hutman motioned to approve the above items as a consent agenda. Marcia Luptak seconded. Approved.**
- **Marcia Luptak motioned to approve the consent agenda. Luis Martinez seconded. Approved.**

## Old Business

### **IFT Convention:**

- Luis Martinez commented that when the IFT Convention was brought to the attention of the Senate, there was very little time to find attendees. He said that four days was not enough time to find someone. If the information could have been disseminated earlier, then it could have been forwarded to constituents.
- He said he is concerned about us not being involved with IFT and other events to network and make contacts. We need to get involved because it is important for us as a union.
- Hutman asked whether the convention was the same time each year.

- Hefferin said the convention only takes place every other year.
- Lawrence said we need a union representative that keeps track of what's going on.
- Dye said that all correspondence in regards to meetings and conferences comes to the president.
- Lawrence asked if someone else could handle those items.
- Manuel Salgado said that if there is a designated person who knows about the events and is disseminate it, then we can get more people involved.
- Hutman volunteered to take on this role.
- Lawrence said that once Senators know, then they can contact their constituents.
- Dye said that the information is always on the AFT and IFT websites
- Hefferin said she had contacted Lynette Sculuca, our IFT representative, to put us on the list for the Community College Constituent Convention, which meets twice a year.

## **New Business**

### ***Sick Bank—Changes in Guidelines:***

- See attached report on Senate agenda.
- Glenn Turner asked if the Sick Bank is for everyone.
- Ford commented that it is for every employee of the college. It is offered to SSECA, faculty and administrators. They use their own sick days, then constituent group and then they came to us. This is also for adjuncts.
- Watson asked if that included new hires.
- Ford said only people with sick days can use it.
- **David Lawrence made a motion to accept the proposed changes to the Sick Bank. Marcia Luptak seconded. Approved.**

### ***Survey Development Process:***

- Kocher said that there were concerns with the College 101 survey. He said that a meeting had been set up with Dye and Amybeth Maurer. Maurer agreed to make the changes to the survey and then sent to the Senate for a vote.
- The surveys that are sent out cannot have any comments or questions about faculty. These surveys were peer leader surveys. The survey specifically states that it has nothing to do with the course.
- Dye questioned whether or not a subcommittee needed to be established to examine the process that all surveys go through. It has been recommended to her that we work with the Assessment Committee on part of this process.
- A vote and discussion on the College 101 survey occurred on October 1 through email: 22 voted in favor of the survey, with three abstentions.
- Luptak said she had concerns in regards to the shortness of notice on the surveys and the fact that there was no time to discuss. She said that it helps if we are together as a group to look at items like then. She said that to ask for a vote on something we haven't seen is inappropriate. It is more appropriate to talk together about issues like this.
- Ford said that we didn't get to discuss it. Some of the Senators voiced concerns, but we never heard anything more.
- Hutman said that administrators had done this in the past, and we will grieve it if the Senate wasn't given a chance to look at it.
- Luptak said a precedent needed to be set that we can't approve items such as surveys on such short notice.
- Dye said a subcommittee could be developed that sets a rule that surveys can't be responded to in electronic vote.

- Hutman said that we can set up a committee, but they can still do a survey without notifying us.
- Dye said the subcommittee could take the issue to the deans and they can get it on record that this is going on.
- Ford said that administrators are going to do things we don't know about unless faculty members discover it.
- Hefferin said that something needs to be done about the process we don't want to rush to an electronic vote. We need to step back and say we will meet and consider the issue.
- Hutman said that she is not sure a committee is necessary. They can still survey students all they want. The issue is the surveys that concern instructor issues. We can grieve if we collect information that violates the evaluation process. We need to change the wording so it doesn't concern instructor issues.
- Dye said that any instructor references were redacted by Lisa Wiehle's area.
- Hutman said as long as there is a process, we don't need a committee.
- Dye said we have to make sure the administration knows that there is a process and we need to send that process to the administration, so it is on record. If process not followed, then we can grieve it.
- Russo said that maybe we should let them make a mistake, and then we can grieve it.
- Dye said that we need to have a policy on how things are handled.
- Russo asked if it would be out of line to make a motion on no email votes unless it is a committee issues?
- Kocher said he is not concerned about approving survey assessments as long as they don't mention faculty.
- Hutman said we need to see them to make sure the language on the survey doesn't have anything to do with the class.
- Russo said that Article 3 of the Grievance procedure is the only policy that we really need.
- Hutman said we could have a committee, and they could still send out a survey.
- Dye said she was hearing the Senate say that they don't want a committee, but they have not said what they want to do.
- Ford asked if we could agree among ourselves that when the administration is pressing us for decisions that we don't let them press us.
- Dye said her concern was not knowing when surveys like this were out there.
- Hutman asked how a committee would know if a survey is out there.
- Dye said she would like to think that it bothers the administration too, especially if they know they can be grieved.
- Ford said that maybe we need a couple of weeks to think about it.
- Walker asked if the problem was really communication and asked if this issue shouldn't be raised at department meetings.
- Dye said she will add the issue to the October 20 agenda for further discussion.

### ***2012-2013 Academic Calendar***

- The deadline for sending the 2012-2013 academic calendar is October 29.
- Both are on the ECC website.

### ***Negotiations***

- Martinez said that they are getting into negotiations with the administration next week. He is here to ask that we approve money for buying copy cards to make copies.
- He proposed that we approve \$300 for copy cards, three cards, with \$100 each.
  - Roger Ramey motioned to approve the \$300 for copy cards. Linda Hefferin seconded. Approved.

- Martinez said on behalf of the negotiations committee thank you to those who have provided meals. He asked that we let our constituents know that the food is appreciated, and they will need more. If people want to donate food, they can contact Mary Elfring and Armando Trejo.
- Becker asked if our constituents want to write a check who the check should be made out to.
- Hefferin said checks could be made out to ECCFA and submitted to her.
- It was stated that gift cards would also work.
- Hutman said the extra money that is left over from food donations goes into a small gift for the negotiations team.
- Martinez said they are okay with plates, cups, and utensils at the moment.

### **Division Issues**

#### ***Class Start Times:***

- Dye said this issue was brought to the DADD's meeting today. There are several deans involved this, but they are still working it out.
- Ford said that DiGerlando assured us that nothing is happening with this issue at the moment.

### **Adjournment**

- **Marcia Luptak moved to adjourn. Pat O'Brien seconded. Meeting adjourned at 4:38 pm.**

**Respectfully submitted by Lori Macias-Clark, ECCFA Secretary**