



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



**ECCFA Senate Minutes**  
**Senate Meeting: Wednesday, November 3, 2010**

**Sarah Dye, President, presiding**

<b>Mary Arndt</b>	<b>Lori Macias-Clark</b>
<b>Elizabeth Becker</b>	<b>Luis Martinez</b>
<b>Rick Bonnom</b>	<b>Patricia O'Brien</b>
<b>Michele Brynelson</b>	<b>Roger Ramey</b>
<b>Julie DeLong</b>	<b>Howard Russo</b>
<b>Susan Ford</b>	<b>Manuel Salgado</b>
<b>Clark Hallpike</b>	<b>Cathy Tomasik</b>
<b>Dan Kocher</b>	<b>Glenn Turner</b>
<b>David Lawrence</b>	<b>Scott Vaszily</b>
<b>Marcia Luptak</b>	<b>Vicki Walker</b>
	<b>Cassandra Watson</b>

**Absent: Josefana Aleman, Len Fitzpatrick, Linda Hefferin, Cindy Hutman, Crystal Kerwin, Gary Norden, Joel Peck**

**Meeting called to order by Sarah Dye at 3:06 pm**

**Guests:**

**Secretary's Report: Cindy Hutman for Lori Macias-Clark**

- **Regular Meeting Minutes—October 20, 2010**
  - Roger Ramey motioned to approve the October 20, 2010 minutes. Howard Russo seconded. Approved.

**Treasurer's Report: Linda Hefferin**

- **Report accepted.**

**President's Report: Sarah Dye**

***End-of-Semester Party***

- The ECCFA End-of-Semester Party will be held on Friday, December 10<sup>th</sup> at Carmina's on Randall Road. Thank you to Armando Trejo who is in charge of arrangements.
- Dye said that she had received an email from Peggy Heinrich, asking if we would consider having the End-of-Semester party on the east side of town since this is the last semester for classes at Fountain Square. Dye told her arrangements had already been made. She suggested a special reach-out to faculty members at Fountain Square to join us on that day and dedicate party to them and their service to Fountain Square.
- Luis Martinez suggested that the Senate could send an invitation from all of the Senate, the vice presidents, Human Resources, etc, inviting them to the party and dedicate the day of celebration to them.
- Susan Ford recommending that instead of celebrating their exit from Fountain Square, we can welcome them to the main campus.

- Martinez suggested that an invite be sent to each of the Fountain Square employees.
- Dye asked for volunteers to help send out the approximately 150 invitations. She also said that we will make it clear to the administration that we are reaching out to these employees.
- Susan Ford and Marcia Luptak volunteered to help send out the invitations. They said that anyone else is welcome to help them out.

### ***Non-Payment Drops***

- Dye reported that she went to meeting today with registrar and bursar—drop for non-payment is November 8. They agreed that on bills they send out a couple weeks before, there will be a statement that says in order to get back in class, the student must have permission from the instructor; it is instructor's discretion to let student back in class. She said she is also going to get list of dates when they drop for nonpayment. Bill Demaree has agreed to put the article they are writing in the Sentinel.
- Ford asked about the students not being able to get back in if we don't give permission? She said she had student who had same problem but permission was not asked.
- Elizabeth Becker said she had had students who were dropped, and she had to give them permission
- David Lawrence said if they are dropped, then there would be an opening in the class.
- Luptak agreed, saying that if the student doesn't get permission, then students from the waitlist will be added.
- Dye said that we may want to respond to that and ask some follow-up questions as a way to start a dialogue. She said another issue with this is that those students receiving financial aid aren't paid up because financial aid doesn't always cover all of their fees. Others who are having trouble are those with payment plans because their credit cards aren't always going through due to economic problems.
- Responding to the request of Senate, the college and HR will host the annual Holiday Breakfast on the faculty's contractually obligated Grading Day, Friday, December 17<sup>th</sup> starting at 7:30 AM. As a result, faculty will no longer have class or teaching conflicts.
- I forwarded our comments concerning the 2012-13 Academic Calendar to Marcy Thompson as requested before the October 29<sup>th</sup> deadline.
- Thank you to the many faculty members who have been bringing the delicious food for the Negotiating Team each week. That initiative is being co-chaired by Armando Trejo ([atrejo@elgin.edu](mailto:atrejo@elgin.edu)) and Mary Elfring ([melfring@elgin.edu](mailto:melfring@elgin.edu)). Contact one or both of them if you wish to become involved.

### ***Construction Report from Paul Dawson***

- Just an FYI that the college's construction manager on the Gateway Sign project will be shutting down Spartan Drive to install the sign's blue truss across Spartan on Friday, November 5, 2010 from 6:30 am until 4 pm. They will have electronic roadway signs flashing this is closed and detour barricades. The old detour route down Fleetwood will be open like our fond memories last year when they were building Spartan. In true stand up guy tradition, I will be on vacation that day starting on Thursday. We did do it on a Friday to impact our students and staff the least amount of inconvenience. They didn't schedule it because I was on vacation, it just worked out that way - nicely.
- The construction manager for the SRC Remodel will close the upper plaza by the lake for a week starting Monday, November 1. You can access the second floor of the SRC Admin. Wing from the stairs (both inside and outside) to the Von Isser Gallery or through the temporary plaza walkway by the switchboard. They are working in the Founder's Courtyard area. They will be going through Student Life from 6 am to 7:30 am Tuesday-Thursday with skylight glass. This access is in the area where they have the temporary plywood pass through to the courtyard from the lakeside plaza.

- Good news, the new SRC main building elevator should be operational by Thanksgiving. No tears will be shed for that ADA unfriendly old elevator by First Stop. The new elevator will stop during library hours only on second floor. We are working on getting the new SRC Admin. elevator by start of spring classes. This is about 6 months early.
- Speaking of 6 months early, the **new library will open 6 months early!!** We plan on having it open for spring classes in 2012 instead of Summer Classes in 2012. This will also expedite the completion of the vacated second floor SRC from Fall 2012 to Summer 2012. That nice weather and good construction people have been kind to us, knock on wood!
- Admissions moved to their new temporary area today. Another deadline met! It will be the new Student Services area when their new cubicle furniture gets here and they move over Holiday Break. Admissions will be there for about 6 weeks while they remodel their old area. Come down and see Trevell and Mary P. on Monday and see what the new finishes and colors look like. Sign up for a class while you're there, why not?
- The MPC will host a Community Referendum Project open house on Wednesday November 10 from 3pm to 6 pm. The project will be 99% complete and it is a real beaut! Peggy, Bruce, and Annabelle will have the envy of the campus after having the rented mule of the campus (did I say that out loud, some people like FSQ, shudder). The MPC floors don't creak and the freight elevator wasn't built when Teddy Roosevelt was in office, true story, 1908! Got to love Art Space and the City of Elgin for taking that off of our hands (did I say that out loud again?).

### **Testing Center Report from Victoria Roush**

- Just 24 more days before Testing closes at MPC170 and returns "home" to SRC108. Yippee. It is lovely in the Multi Purpose Building but - There is No place like Home...
- Testing in MPC170 will close at 5 pm on Wednesday, November 24 and remain closed until Sunday, December 5 for the gargantuan task of packing, moving, and unpacking.
- Students can test at the Fountain Square Campus Room 408 from Monday, November 29 through Thursday, December 2 from 9 am to 8 pm. On Friday, December 3, the students can test from 9 am to 3 pm. There will be no Saturday hours on December 4 at either campus. Please call FSQ Testing at 847-214-6977 for more information.
- *Special note to Instructors: Please let me know prior to November 24, if you will need any makeup tests during the time frame of November 29 through December 5, 2010.*
- Main Campus Testing will be closed from 5 pm Wednesday November 24 through Sunday December 5. This will be the 4 day Thanksgiving holiday plus the following week for the move "home" to SRC108.
- The Main Campus Testing Center will be located in the Multi Purpose Building Room 170 from September 1 to November 24, 2010. The Multi Purpose Building is located at 410 Renner drive on the north end of the campus on the west side of Renner drive.

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

- The ECCFA vice-presidents meeting with the vice-president of teaching, learning and student development was cancelled due to negotiations.

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

- The VPs' meeting with Rose was postponed because of other meetings needing rescheduling due to the power outage. Seniority will be on the agenda when we do meet. If you know of other items we should bring to her attention, please let Luis, Dave or me know.
- The misinterpretation of UA2 qualification completion time has been turned over to the Grievance Committee. We received written confirmation of the problem.
- After a quick investigation of a question about substitute pay, I have also turned that matter over to Grievance for college wide investigation. Apparently, the admin has decided unilaterally to pay substitutes by actual clock minutes rather than classroom hours. Some are using time sheets rather than Special Payment forms, which shortens the paid time even further.
- The computers in SRC 175 seem to be working fine now. There is still need for a second printer. Much thanks to Marcy Thompson and IT for quick responses to UA needs.

- I am meeting with Melissa Tait later this week to visit the new UA offices in MPC. We will be looking at any need the faculty will have that are not yet addressed so that everything will be absolutely ready when the UAs move in next semester.
- Two disciplinary situations have been settled to the satisfaction of all.
- I checked the UA2 email list against the current unit membership roster, and found quite a few errors. I sent them to Lonnie Keeler, who made all of the corrections immediately. Thanks, Lonnie!
- We have approved 11 UA2s in math for extra load for Sp11.

**General Q + A:**

UAF qualification  
 Substitute pay  
 Long-term subbing and Load  
 UA2 access to FD fund—forms?  
 Switching Load after the process is complete  
 Maximum number of hours UAs can teach

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

- No report.

**Committee Reports:**

**Academic Policy:**

Dawn Munson & Jennifer McClure

Topic	APC Point person(s)	Status
Academic Residency (NEW)	Coffin Earl McClure	APC still working on based on comments from Dean’s meeting
Academic Forgiveness (NEW)	Coffin McClure Diaz	Subcommittee still meeting
Course Retake [NEW DEFINITION]	McClure Moore Vogt	To DADDs
Repeatable Courses [NEW]	McClure Moore Wagner	To DADDs
Minimum Competencies for Online Learning (NEW)	Moore Lange	Died in committee
Student Attendance [New]	Wagner Vogt McClure Moore	Subcommittee still meeting; APC large committee still discussing
1.101 Student Credit for Learning Experiences Other than Formal Instruction	McClure Hatch	APC still meeting based on feedback from DADDs

1.102 Standards of Academic Progress (SOAP)	Coffin Wagner	Will present language next meeting; no changes at this time
1.103 Student Grades	McClure Lewis Kurpius	Jennifer will re-draft and bring back next month.
1.104 Minimum Competencies	Coffin McClure Szabo Kane	Subcommittee sill meeting
1.201 Course Auditing	McClure	At cabinet
4.403 Appeal of Final Grade	Hatch Cummings	No changes; To DADDs
4.405 Extra-and Co-curricular Mandatory Attendance Policy	Cowles Diaz	No changes; To DADDs
4.407 Academic Integrity	Cummings Trejo	No changes; To DADDs
4.501 Withdrawal Policy Students Called to Active Duty	Cowles Vogt	Subcommittee still meeting; comments and discussion at APC; needs more clarification
4.502 Student Waitlist Registration Procedure	McClure Lewis Moore	At cabinet
4.104 Absence Notification from Dean of Students	Cowles	Motion to send to DADDs with title change and cleanup
4.401 Complaint	Cowles Coffin Hatch Perkins	To be reviewed
4.402 Student Code of Conduct	Cowles Coffin Hatch Perkins	To be reviewed
4.408 Appeal	Cowles Coffin Hatch Perkins	To be reviewed

## Academic Technology:

Dan Kocher & Mary Peterhans

- The Academic Technology Committee met on Friday morning, October 22<sup>nd</sup>. The committee discussed a proposal made by the Co-Chairs, Karin Stacy and Dan Kocher for concluding their Mission and Goals and Communications projects by the November meeting. The committee also discussed obtaining representation from all of the realigned divisions and authorized the co-chairs to discuss this with Ned Coonen, Rose DiGerlando and Sarah Dye.
- The committee discussed the situation that occurred in September when a quorum was not present. It was decided that, when a quorum is not present, those present at the meeting would determine whether to continue with the agenda as proposed or adjourn rather than adjourn automatically.
- An extended discussion was held on the impacts of a revised log in procedure to be implemented in January 2011. Individual logins will be required in our classrooms and labs effective the spring semester of 2011. All students and faculty should use their student computer accounts ID to login to all smart classrooms, computer classrooms and labs. The student computer accounts use their accessECC username and password, just like their student.elgin.edu email and D2L log ins, and can be used to log into any Windows or Mac PC in any ECC classroom or lab. All students, staff, and faculty have an account and are currently encouraged to use their accessECC username and password to log on to classroom computers during this transition semester.
- Starting with the Spring 2011 semester, with the possible exception of the library, a generic log in using the universal password "ecc" will no longer be available. Since this change has the potential to generate significant confusion during the first few class sessions of the Spring '11 semester, the committee agreed to support additional programs or presentations to facilitate and update faculty, staff and students regarding the upcoming change.
- The next meeting of the ATC is scheduled for November 12<sup>th</sup>

## Achieving the Dream:

Linda Hefferin & Sarah Dye

- The first three November Culture and Relationships Professional Development Workshops lead by Kaleidoscope Group consultants have been postponed temporarily.
- Please continue to encourage your colleagues to become AtD champions! Send an email to Sarah Dye ([sdye@elgin.edu](mailto:sdye@elgin.edu)) with the Subject line: "I Want to be an AtD Champion" to be added to our growing list. The **AtD Champions** list currently includes faculty, staff, and administrators:
  - **Faculty:** Candy Moore, Marcia Luptak, Chalycce Deterding, Mary Peterhans, Elena Gardea, Beth Santell, Sumitra Duggirala, Dan VanTassel, Susan Timm, Celia Ramos, Lynn Ducar, Catherine Moushon, Joyce Fountain, Clark Hallpike, Dawn Munson, Shawn Mikulay, Stephanie Franco, Heidi Brelsford, Crystal Kerwin, Beth Santell, Patti Jachowicz, Sarah Dye, Linda Hefferin, Arturo Vasquez, Ron Kowalczyk, Roger Ramey, Cindy Hutman, Pat O'Brien, Maria Kazmi (29)
  - **Staff:** Stephanie Bonvallet, Phil Howard, Elaine Reid, Jacque Sweetman, Vany Wells, Kathy Meisinger (6)
  - **Administrators:** Sharon Konny, John Brzegowy, Kathy Stover, Wendy Miller, Margaret Parker, John Coffin, Sharon Colby, Kim Hinrichs, Annabelle Rhoades, Peggy Gundrum, Sandi Brown, Susan Scott, Marilyn Prentice, Julie Hartley, Bev Felder, Bruce Austin, Jorge Phillips, Debra Tewolde, Micaela Banks, Daysi Diaz-Strong, Erica Romano, Frank Hernandez, Deborah Wollenberg, Irina DelGenio, Julie Schaid, Michael Shepherd, Jennifer McClure, Kristin Richmond, Amybeth Maurer, Peggy Heinrich, Irene Birkholz-Benter, Tony Spahr, Susan Van Weelden, Jeffrey Arena, Lauren Nehlsen, Tammy Few, Holly Lawyer, Michael Shepherd, Heather Larkin, Kathleen Callahan, Rose DiGerlando (42)
- Dye reported that the Culture and Relations Workshops had been cancelled. Dr. Sam will be talking to the Kaleidoscope Company later this week in an effort to get us headed where we were headed before.
- Dye also reported that the faculty have more AtD champions, which is something all faculty should be involved in.
- Ford asked what the Champions do.
- Dye said they are called on to represent the committee at meetings, make announcements about events.

**Alliance for College Readiness:** Alison Douglas

- No report

**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

- No report.

**Curriculum:** Maureen Lange

- No report.

**Elections:** Bill Demaree

- No report.

**Faculty Development:** Beth Santell

- No report.

**FAVs:** Dan Kernler

- We'd like to start to periodically highlight local charitable organizations that are near and dear to our members' hearts. Our first featured organization is Here for Life! Suicide Prevention Services, brought to us by Kim Tarver. The November Sentinel will feature a full article on SPS, but here's an excerpt:
- **Here for Life! Suicide Prevention Services**, under the leadership of Stephanie Weber, established the first phone help line and the first self-help group for those who had lost someone to suicide in the Fox Valley, 28 years ago. Now combining these two efforts with prevention and educational programs, Suicide Prevention Services seeks to 'close the gap' between research and direct services.
- SPS provides certificate training in suicide prevention for educators, mental health & health care providers. SPS is recognized for excellence in education, presentations and leadership at the local, state and national levels. Locally, SPS provides comprehensive screenings, consultations, survivor support, after care and attempter support groups.
- Check the next Sentinel for the full article! And if you have a local organization you'd like your fellow ECCFA members to be aware of, please contact Dan Kernler at [dkernler@elgin.edu](mailto:dkernler@elgin.edu) .

**GIST:** David Burke

- No report.

**Grievance:** Howard Russo & Sue Ford

- Continues its investigation of the RIF documents. We are looking into the miss application of UAF qualification language. We are questioning how Sub pay calculated.

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**Honors:** Alice Biggers

- No report.

**Humanities Center:** David Burke

- No report.

**Insurance** Lyn Ducar & Vicki Walker

- The college is in negotiations to change to a new 3<sup>rd</sup> party administrator for the 403b program. The college's lawyer is examining the material and further information on the timing will be forthcoming from the Insurance Committee and HR.
- Dye said the committee did get notification that they are moving along on moving third part administrator. In hands of college lawyer. Committee wanted done by January, but it may be later. Also, adjuncts will be getting an email from delta dental. They are doing Delta Dental program for adjuncts. They will get their card by December 1, but college will not pay for it yet. The survey last year showed many people expressed interest in dental care.
- Glenn Turner said he received an email from Blue Cross/Blue Shield about a change to his medical benefits
- Dye recommended talking to Sue Sullivan. Potentially, the issue could go to grievance.
- Martinez asked if Turner would share any responses from insurance with negotiations team.
- Becker asked if current faculty will be impacted by changes to 403b program.
- Dye said the changes won't cause constituents to have to change anything. The company also does a 457 program.

**Learning Communities (Steering)** Alison Douglas

- No report.

**MAGIC:** Clark Hallpike & Kim Tarver

- No report.

**Membership:** Connie Orbeta

**Fall Semester 2010** – as of 09/28/10

- **Full time faculty**
  - 140 Members (4 non-members)
  - 144 eligible
- **UA1s**
  - 44 Members (132 non-members)
  - 176 eligible plus 10 INAs
- **UA2s**
  - 133 Members (51 non-members)
  - 184 eligible plus 5 INAs
  - Total signed members 317
  - Total 504 Faculty plus 15 INAs

**Negotiations:** Luis Martinez

- The ECCFA negotiation committee has been working hard to advance the process. Please keep checking the Dispatches Blog on the ECCFA website for the latest update.

**Scholarship:** Bev Augustine

- Bev Augustine contacted Sarah Dye and sent a letter to Senators about the scholarship fund.
- Clark Hallpike said the scholarship committee s trying to endow the scholarship, which means the funds would earn interest, and the interest would go toward the scholarships.



- Howard Russo asked if the Senate could help to fund this endowment.
- Hallpike said that having the scholarship endowed would be great public relations. It takes \$10,000 to endow a scholarship. If every faculty member gave \$1 per pay period, the amount would be enormous.
- Dye recommended that we wait to talk about funding the scholarship after negotiations. She asked Senators to go to their constituents and ask for contributions. She said she will ask Tammy Ray to include the donation form on the ECCFA website.

**Sentinel:** Bill Demaree

- Deadline for submission is Thursday, 4 November 2010. The next issue will be published on Monday, 8 October 2010.

**Sick Bank:** Ellie Swanson

- No report.

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

- Committee on hiatus.

**Webmaster:** Tammy Ray

- ECCFA Blog - The ECCFA Blog, *Dispatches*, has a link on the ECCFA Web site home page. The blog may also be accessed by going to <http://eccfaculty.org/blog>.

## Other committees

### Special Orders

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

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

**FT Pastry Chef Faculty Search Committee** (Chair: Jeff Boyd): Jill Russell; Kim Rother; Stephanie Johnson; Kim Tarver (MAGIC rep)

**FT IMT Faculty Search Committee** (Chair: Jeff Boyd): Gary Norden; Jesse Bader (Content Expert); Chris Sikora (Content Expert); Terri Martin (MAGIC rep)

- Roger Ramey motioned to accept the above items as a consent agenda. Howard Russo seconded. Approved.
- Dave Lawrence motioned to approve the consent agenda. Marcia Luptak seconded. Approved.

## Old Business

### *Negotiations*

- Martinez wants to thank all of the people who are supporting negotiations team with encouragement and food. We need you to keep passing the word to fellow faculty to keep providing meals.

### *End-of-Semester Party*

- The ECCFA end-of-semester party will be on Friday, December 10. The room is reserved, and Armando Trejo is in charge. We need to know how many faculty/staff from Fountain Square will be there. The party will start about 4:30. We will have a band, and there will be bins for attendees to make donations to the food bank.

## New Business

### Division Issues

### Adjournment

- Howard Russo moved to adjourn. Luis Martinez seconded. Approved.
- Meeting adjourned at 3:54 pm.

Respectfully submitted by Lori Macias-Clark, ECCFA Secretary