



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



ECCFA Senate Minutes

Senate Meeting: Wednesday, January 19, 2011

Sarah Dye, President, presiding

Mary Arndt	Marcia Luptak
Elizabeth Becker	Luis Martinez
Rick Bonnom	Gary Norden
Michele Brynelson	Patricia O'Brien
Julie DeLong	Joel Peck
Sumitra Duggirala	Mary Peterhans
Len Fitzpatrick	Roger Ramey
Susan Ford	Howard Russo
Clark Halpike	Manuel Salgado
Linda Hefferin	Cathy Tomasik
Cindy Hutman	Glenn Turner
Crystal Kerwin	Vicki Walker
Dan Kocher	Cassandra Watson
David Lawrence	

Absent: Josefana Aleman, Scott Vaszily -came in late

Meeting called to order at 3:05 PM by Sarah Dye

Recognition of Visitors & Guests: No guests.

Secretary's Report: Lori Macias-Clark was absent. Mary Arndt agreed to take minutes for this meeting. Roger Ramey moved to approve the December 15, 2010 minutes. Sue Ford seconded. Approved with 2 abstentions.

Sarah Dye asked Senate to make a motion to hold the meeting out of order of the agenda. Motion made by Luis Martinez. Seconded by Howard Russo. Approved.

Sarah asked for a motion to adjourn to COPE. Ron Kowalczyk made the motion to adjourn to COPE. Mary Peterhans seconded. Approved.

COPE

Ron Kowalczyk, COPE Chairperson, discussed devising a plan with the Senate to interview/acquaint ourselves with candidates that are running for ECC Board of Trustees seats. Sue Ford moved for Ron to work with SECCA and bring the plan back to the Senate for approval. Howard Russo seconded. Motion passed. Luis Martinez moved to adjourn from COPE and return to the Senate meeting. Howard Russo seconded. Approved

Treasurer's Report:

Linda Hefferin

See attached. Linda updated her report to say November and December dues have been paid. A few other items have been paid. Report accepted.

President's Report: Sarah Dye

Sarah stated she had nothing new to her report in the Written Reports section, later in this document.

At this time, Marcia Luptak reminded all that sabbatical applications are due to the Faculty Development Committee by 1/31/11 at 4 pm.

1st Vice President's Report: Luis Martinez

No new report regarding negotiations.

2nd Vice President's Report: Susan Ford

Sue Ford emailed membership forms to the UAF II eligible non members. She will inform each division of those who have not joined so Senators can join in this effort.

3rd Vice President's Report: David Lawrence

No report.

Committee Reports (written reports at end of agenda)

Academic Technology:	Dan Kocher & Mary Peterhans
Academic Policy:	Dawn Munson & Jennifer McClure
Achieving the Dream:	Linda Hefferin & Sarah Dye
Sarah Dye stated that there have been some champions added to the Achieving the Dream initiative.	
Alliance for College Readiness:	Alison Douglas
Amendments:	Dan Kocher
Assessment:	Shawn Mikulay
BOT Finance Committee:	Linda Hefferin
Communication Liaison	Gary Christenson
COPE:	Ron Kowalczyk
Curriculum:	Maureen Lange
Elections:	Bill Demaree
Faculty Development:	Beth Santell
FAVs:	Dan Kernler
GIST:	David Burke
Grievance:	Howard Russo & Sue Ford
Honors:	Alice Biggers
Humanities Center:	David Burke
Insurance	Lynn Ducar & Vicki Walker
Learning Communities	Alison Douglas
MAGIC:	Kim Tarver & Clark Hallpike
Membership:	Connie Orbeta
Negotiations:	Luis Martinez
Scholarship:	Bev Augustine
Sentinel:	Bill Demaree
Sick Bank:	Ellie Swanson

Strategic Planning:

Elizabeth McNulty & Phil Garber

Webmaster:

Tammy Ray

Other committees

Special Orders

Approval of committee members (treat as Consent Agenda)

- **College-wide Review Team:**

; Vogt, Frederick

(Background: The primary aim of the Review Team will be to read and review reports that inform our progress as an institution. To start, the team will begin reviewing updates from the Achieving the Dream workgroups. In the future, we may review other sources of information: academic goals updates by deans, academic program review reports, etc. The team will work alongside the Strategic Planning Committee.)

Mary Peterhans was originally listed as a candidate to serve on this committee but she is unable to do so. This committee is to be used as an objective unaligned group to look at work by the above mentioned teams. Marcia Luptak volunteered to replace her.

- **Search Committee for Director of Communications** (Paula Amenta, Chair): Lori Clark
- **2011 Awards Committee** (Michelle Skinder, Chair): [*pending Ed Thomas, Linda Coniff, Sara Baker*]

Sue Ford moved that the members of the 3 committees above be voted on as a consent agenda. Cindy Hutman seconded. Approved.

Sue Ford moved that the members of the 3 committees above be approved. Elizabeth Becker seconded. Approved.

Already approved by email vote of Senate:

- **Search Committee for Director of Community Engagement & Economic Development** (Paula Amenta, Chair): Joyce Fountain (24 Ayes/0 Nays 1/1/11-1/17/11)

Already approved by email vote of Senate:

- **Search Committee for Managing Director of Human Resources** (Paula Amenta, Chair): Janet Flynn; Sarah Dye (20 Ayes/0 Nays 1/1/11-1/17/11)

At this time, Sarah Dye asked how long the Senators would like to keep an email vote open so everyone has a chance to vote. Sue Ford reminded all that we are contractually obligated to respond to the administration within 10 days, regarding approval of committee members. Sarah wants Senate to think about the best way to handle email votes. Will discuss at a future meeting.

Old Business

Marcia Luptak thanked ECCFA for helping to obtain cabinets to store books for grant students in some of the new MPC building classrooms.

New Business

- **FAV Committee** (from Dan Kernler, FAV Chair): I'm hoping to coordinate a volunteer event at the NIFB, in conjunction with SSECCA. Vicki Wiskirchen contacted me about the event. She's scheduled it for Saturday, January 29th, from 9-11:30am. I'm hoping the

Senate will see this is a good opportunity to continue our volunteer.

Howard Russo moved to approve that ECCFA would participate in the above mentioned event. Richard Bonnom seconded. Some Senators stated they would attend. Approved.

- **IFT Constituency Councils and Task Forces, Request for Nominations** (see attachment to the agenda available at the Senate meeting)
IFT Constituency Council – This group meets in Westmont, IL, 2 Saturdays per year – one in the fall and one in spring. It is a statewide council of higher education members that discuss issues of importance to the IFT and constituents at other colleges. Sarah Dye asked the Senators to consider volunteering: need a member and an alternate. Sue Ford and Marcia Luptak volunteered to be the primary member and the alternate, respectively.
IFT Task Forces – Sarah Dye asked for nominations and volunteers to serve on the task force committees.
- Howard Russo moved that Jane Lehmann be approved for the Retirees Constituency Council. Cindy Hutman seconded. Approved.
- Cindy Hutman moved that Sarah Dye serve on the Union Leadership Institute (ULI) Task Force. Linda Hefferin seconded. Approved.
- Cindy Hutman moved that Sue Ford be approved for the Higher Education Constituency Council and Marica Luptak as alternate. Len Fitzpatrick seconded. Approved.
- Len Fitzpatrick volunteered for the Career and Technical Education (CTE-STEM) Task Force. Approved.
- Michele Brynelsen moved that Glen Turner be approved for the Women's, Civil & Human Rights Task Force. Mary Arndt seconded. Approved.
All who were approved need to fill out forms (see attached) and give to Sarah Dye and she will submit them. They are due in the IFT office no later than 2/1/11.
- **Dates for 2011 Community College Survey of Student Engagement (CCSSE)** (from Lisa Wiehle): can be as early as mid-February and go late into April
Sarah Dye stated that Lisa Wiehle asked the Senate to choose a time period in which this survey can be done. Lisa suggested after Spring Break since that is what was done in 2009. The Senate came to a consensus on the survey being conducted from 4/4/11 – 4/16/11. Sarah Dye will inform Lisa about this decision.

Bill Demeree informed the Senate about a "trivia bee," to raise money for The Literacy Connection in Elgin. It is to be held on Saturday, 3/19/11. Howard Russo moved that ECCFA spend \$400 to sponsor an ECCFA team for this event. Dave Lawrence seconded. Approved. Howard Russo will alert the membership for volunteers. Sarah Dye stated the Strategic Planning Committee is preparing for Spring 2012.

Sarah Dye asked the Senators to make sure their personal contact information has been submitted to the ECCFA website. Senators will contact constituents to ensure they have also done the same.

Division Issues

Dan Kocher – Fire inspection reviews were done over break. Welding labs were almost completely shut down due to safety violations. A solution was negotiated – the Welding Dept. has 90 days to correct problems. Howard Russo stated that the Art Dept. is without a lab for one year due to cited violations. Sarah Dye will

investigate if the art lab can have the same time consideration to bring the lab up to code. In light of these inspections, Sarah Dye stated we should send some ECCFA members to an OSHA section of ULI, April 16 & 17. Sue Ford moved that we send up to 5 people to the OSHA ULI. Cindy Hutman seconded. Approved. Sarah inform Rose DiGerlando, Vice-President of Teaching, Learning and Student Development, that the ECCFA Senate has made that decision. Only ECCFA members can attend the ULI. Sarah will send out a request to the membership for volunteers to attend. She will encourage those in affected areas to volunteer.

Luis Martinez brought smoking cessation literature, given to him by Sue Sullivan, Human Resources. The literature was distributed to the Senate to bring back to their areas of the college.

Adjournment

At 4:20 PM, Howard Russo moved to adjourn. Glen Turner seconded. Approved, meeting adjourned.

Written Reports for January 19, 2011

Officers' Reports

Secretary's Report:

Lori Macias-Clark

Minutes for December 15, 2010, meeting sent to Senators by separate email

Treasurer's Report:

Linda Hefferin

See separate handout available at Senate meeting

President's Report:

Sarah Dye

- The opening day ECCFA General Membership Meeting and Luncheon was held on Thursday and featured our IFT Rep, Lynnette Sculuca, offering a legislative update and negotiation/job action primer. The meeting concluded with smaller meetings of each of the job action committees lead by the co-chairs of those committees. If you have not yet signed up for a job action committee, contact me ASAP.
- The ECCFA held its bi-annual meeting for new FT, UAF2, and UAF 1 faculty. Thank you to Cassandra Watson and Cindy Hutman for serving as our "Treat Ladies" for the Friday ECCFA meetings.
- The ECCFA held its bi-annual meeting for 27 of the Instructional Coordinators and Program Directors on Friday afternoon.
- At the direction of Senate, I sent a letter of commendation for Dr. Tony Spahr to the ECC BOT on December 20, 2011. SSECCA decided to write a separate letter in order to address some special issues on which they had worked with Dr. Spahr.

Coming Events:

- ✓ TBA in February "Serving on Tenure Committees" for any faculty who did not attend one of the series of training sessions during Fall 2010 or who are being appointed to tenure committees for the first time for Spring 2011.

1st Vice President's Report:

Luis Martinez

No Report

2nd Vice President's Report: Susan Ford
No Report

3rd Vice President's Report: David Lawrence
No Report

Committee Reports

Academic Policy: Dawn Munson & Jennifer McClure
No Report

Academic Technology: Dan Kocher & Mary Peterhans
No Report

Achieving the Dream: Linda Hefferin & Sarah Dye

AtD Report for the BOT by Julie Hartley, AtD Co-Chair

1. Carol Szabo, a faculty member in both the English and Reading departments, has joined Mary Ann Tuerk of Mathematics as co-chair of the Developmental Education Implementation Team. The Developmental Education team has received Curriculum Committee approval for a new Math 096/098 combined course, which will be call Math 099 and which will allow students to complete the equivalent of two courses in one semester. Students will be allowed to register only if their placement test scores fall into carefully identified parameters.
2. The Academic Advising team is re-strategizing how to recruit African-American and Latino students for the case management groups spring semester.
3. The First Year Experience team has begun using the new orientation checklists on students and is monitoring whether students schedule appointments with counselors and follow up on educational planning.
4. The Equity Action Team and the Achieving the Dream Co-Chairs and Data Co-chairs led sessions on Opening Day.
5. Our Opening Day speaker, Delatoro MacNeil, built his presentation around the Equity Action Team's theme of "Think, Believe, Do."
6. AtD chairs, work group co-chairs and administrators will travel to Indianapolis February 7-February 11 for the AtD annual Strategy Institute.

"I Want to Be a Champion"

Please continue to encourage your colleagues to become AtD champions! Send an email to Sarah Dye (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, Chalyce 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; Cassandra Watson, Michele Brynelsen, Dan Kocher, Dave Lawrence, Josefana Aleman, Mary Arndt, William Demaree, Jeff Weisman, Marta Walz, Tim Anderson, Michele Noel, Ruby Sanny, Rachael Tecza, Patrick Parks, Abraham Martinez-Cruz, Tammy Ray, Gary Norden; *Jessica Carpenter; Connie Orbeta* (48)

Staff: Stephanie Bonvallet, Phil Howard, Elaine Reid, Jacque Sweetman, Vany Wells, Kathy Meisinger. *Vicki Bethke, Lindy Puchyr* (8)

Administration: 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)

Alliance for College Readiness: **Alison Douglas**
No Report

Amendments: **Dan Kocher**
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 page 1.

Curriculum: **Maureen Lange**
No Report

Elections: **Bill Demaree**
No Report

Faculty Development: **Beth Santell**

No Report

FAVs

Dan Kernler

This year, we collected **732 pounds of food and \$1,386**. Over the last three years, we've collected 2,674 pounds of food and \$3,211!

Special thanks to the following ECCFA members who helped with the drive this year:

Elizabeth Becker

Gary Christenson

Linda Hefferin

Liz McNulty

Cathy Moushon (Spartan Christian Fellowship)

Gary Norden

Howard Russo

Marge Schildknecht

Ellie Swanson

Vicki Walker

GIST

David Burke

No Report

Grievance:

Howard Russo & Sue Ford

No Report

Honors:

Alice Biggers

No Report

Humanities Center:

David Burke

No Report

Insurance

Lynn Ducar & Vicki Walker

No Report; January 14th meeting cancelled

Learning Communities (Steering) Alison Douglas

No Report

MAGIC:

Kim Tarver & Clark Hallpike

No Report

Membership:

Connie Orbeta

As of 01/18/11

Full time faculty

140 Members

(3 non-members)

143 eligible

UA2s

136 Members

(59 non-members)

195 eligible

UA1s

46 Members

(125 non-members)

171 eligible

INAs: 15

Total signed members: 322

Total Faculty: 524

Negotiations:

Luis Martinez

Negotiations are expected to resume the week of January 24. It seems to be that Wednesday will be the day for negotiations meetings for this semester. We will keep you informed if anything changes. As expressed in our faculty luncheon, opening day, we remain positive and prepared to take this process to a successful ending. Please wear your buttons and display you unity signs.

Scholarship:

Bev Augustine

No Report.

Sentinel:

Bill Demaree

Next Issue: Monday, 7 Feb. Materials Due: Thursday, 3 Feb.

Sick Bank:

Ellie Swanson

Case number 33 was approved by the Committee as the semester ended last year. After the withdrawal of days for this employee, 336 days remain in the ECCFA Sick Leave Bank. ?

Strategic Planning Committee:

Elizabeth McNulty

Phil Garber plans to convene a new Strategic Planning Committee by September 2011. This committee, which will draft the next three-year (or possibly five-year) strategic plan, will meet from fall 2011 to spring 2012 and then disband.

Phil is currently convening a new committee to review existing reports that comprise the Parking Lot for future strategic planning. He hopes that this Review Team will become a standing committee that will work in a complementary fashion with the Strategic Planning Committee. Dr. Sam is in favor of this idea, and Phil is working with TSLD to get things going.

Webmaster:

Tammy Ray

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

ECCFA Unity Signs - Links to printable ECCFA Unity signs have been added to the blog web page.

Negotiations Glossary – The glossary has been added to the blog web page, along with a link to a printable version.

ECCFA Contact List - Many ECCFA members have all ready entered their personal email address and cell phone number via the online ECCFA Contact List form. This information would only be used in the event of a job action and will not be shared with anyone outside of ECCFA. In order to maintain timely communication with members in the event of a job action, please remember to complete the form. Contact Gary Christenson or Tammy Ray if you need additional information.

Attachments to the electronic copy of Senate agenda or handouts available at the Senate meeting on Wednesday:

1. **Treasurer's Report** (Linda Hefferin)
2. **IFT Constituency Councils and Task Forces letter**