



FEDERATION OF
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FACULTY AND
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ECCFA Senate Minutes
Senate Meeting: Wednesday, March 16, 2011

Sarah Dye, President, presiding

Mary Arndt	David Lawrence
Elizabeth Becker	Luis Martinez
Rick Bonnom	Patricia O'Brien
Michele Brynelsen	Joel Peck
Lori Clark	Mary Peterhans
Julie DeLong	Roger Ramey
Sumitra Duggirala	Howard Russo
Len Fitzpatrick	Manuel Salgado
Susan Ford	Cathy Tomasik
Clark Hallpike	Scott Vaszily
Linda Hefferin	Vicki Walker
Cindy Hutman	Cassandra Watson
Crystal Kerwin	
Dan Kocher	

Absent: Marcia Luptak, Gary Norden, Glenn Turner

Meeting called to order by Sarah Dye at 3:06

Cope:

- **Howard Russo made the motion to adjourn to COPE. Elizabeth Becker seconded. Approved. Regular Senate meeting adjourned to COPE at 3:08 pm.**
- **Russo moved to approve \$42 for the candidate response forum. Luis Martinez seconded. Approved.**
- Ron Kowalczyk reported that the Board of Trustee Candidate Forum went well.
- The Senate discussed whether or not to endorse a candidate(s) for the Board of Trustees election on April 5.
- Discussion occurred about whether or not there was enough time to actively endorse a candidate when the election is just a little less than three weeks away. Lisboa has also requested help from faculty. It was mentioned that we have an active group of retired faculty who might be interested in helping to campaign for Lisboa. Martinez said we need to let the faculty who contribute to COPE know that the money is being used.
 - **Manuel Salgado motioned to allocate \$10,000 of COPE money to endorse Robin Lisboa. Linda Hefferin seconded. Motion does not pass, with only three voting in favor of that amount.**
 - **Martinez recommended amending the motion from \$10,000 to \$7500. Hefferin seconded. Motion does not pass.**
 - **Dan Kocher motioned to give Lisboa \$5000. Becker seconded. Approved with 1 abstention.**
 - **Cindy Hutman motioned to officially give Lisboa the ECCFA endorsement to use as she wishes. Susan Ford seconded. Approved.**
- **Russo motioned to adjourn back to the regular Senate meeting. Salgado seconded. Meeting adjourned back to the regular meeting at 3:43 pm.**

Guests: No guests were present

Secretary's Report: Lori Clark

- Regular Meeting Minutes—March 2, 2011
- Correction to the minutes: Scott Vaszily stated he was listed as absent at the last meeting; he should have been listed as present. Correction will be made to the March 2, 2011 minutes.
- **Patricia O'Brien moved to approve the corrected minutes. Manuel Salgado seconded. Approved.**

Treasurer's Report: Linda Hefferin

- Hefferin reported that she wrote about \$35,000 worth of checks today—dues, Trivia Bee, paid negotiation consultant. Everything is caught up now.
- Dye had a question about the amounts for the ULI workshops.
- Hefferin said she will check on that and let the Senate know at the next meeting.

President's Report: Sarah Dye

- A reminder to faculty about midterm grades for 16 week courses: In spite of the IT planned downtime on Monday, March 21 and Tuesday, March 22 for AccessECC where we submit our grades, our grades are still due by Monday so Registrar Jennifer McClure reminds us to plan ahead to get them in on time. Note that this is a part of our contractual obligations.
- Our IFT Field Rep Lynnette Sculucca invited ECCFA leadership including senators to a dinner meeting with the new IFT President Dan Montgomery on Tuesday, March 22. The following ECCFA leaders have RSVP'ed by the deadline: Sarah Dye, Luis Martinez, Sue Ford, Linda Hefferin, Dan Kocher, Ron Kowalczyk, Mary Arndt, Rick Bonnom; Cathy Tomasik; Howard Russo: Julie DeLong.
- Congratulations to the faculty members who were approved for tenure at this month's BOT meeting: Fabio Martinez, Tina Ballard, Jesse Bader, Eric Long, Stacey Shah, Ellie Swanson, and Ed Thomas!
- Also congratulations to the faculty members who were approved for summer and semester sabbaticals at this month's BOT meeting: Dawn Munson and Carol Szabo (semester sabbaticals) along with Howard Russo and Marta Walz (summer sabbaticals)!
- According to Becky Knoppkie in O&M, keys should have been ready this week for those faculty in the new MPC building.
 - Knoppkie said she is already working on keys for the second floor of SRC, so the MSC 100 keys won't work because the office will be in the new library.
 - Dye said she will tell her that we can wait on the keys.
- Finally to all the faculty who have shown such support of the Negotiating Team through their willingness to attend BOT meetings, to show up at all-faculty meetings and offer constructive ideas, to do informational picketing in both good and bad weather, to participate in Work to Rule, to keep vigil on long meeting nights, to provide food and money to purchase food for the team, and to convey their support and well wishes both in person and through emails. This show of unity is what encourages the team members to continue working to achieve the best contract for all of our faculty colleagues.
 - Dye said this is in response to the emails that have been sent by critical faculty members without responding to the emails in the email exchange.
 - Martinez reported that one adjunct faculty member has responded to him privately. The best thing is to ignore the emails from critical faculty members.
- Dye said there is a change in the meeting room for the April 13 meeting. That meeting will take place in UBC 119. The rest of the meetings for the semester will be in UBC 103.

1st Vice President's Report: Luis Martinez

- Some reminders and clarifications about Work to Rule obligations:
 - Around this time of the semester, some of you will be getting forms from your instructional coordinator regarding textbook selection. Please know that textbook selection is a contractual obligation and that we must complete the forms.

- Midterm grade submission: we are asking you to submit your midterm grade by entering CR instead of a letter grade, except for students earning a D or F, for whom the letter grade could be submitted. This is perfectly legal and it is not a violation of contractual obligations. If students are no longer attending, enter W's and dates for their last attended classes.
- Martinez reported that there is not much he can tell the Senate in regards to negotiations. He said the team will continue to answer faculty questions. Work to rule will also continue to be enforced.
- Martinez said Mary O'Sullivan checked with ICCB and found out that administrators cannot take a midterm and make it a final grade.
- Cathy Tomasik asked what the purpose of assigning a "CR" and not a letter grade is.
 - Martinez said that it is part of work to rule and part of not doing what the administration wants us to do. A lot of faculty have been using CR long before work to rule. Assigning just a CR will put more pressure on the administration, and maybe students will ask about midterm grades.
 - Becker said that one of the benefits in terms of leverage is that some students need midterm grades because they're transferring.
 - Martinez said that if students ask, faculty members can show them their grades.
 - Ford said if faculty want to put letter grades in, they can.
 - Hutman said the issue originally came up because people were afraid administrators would take midterm grades and make them final grades.
 - Dye reminded Senators to make sure their constituents know that AccessECC will be down on Monday and Tuesday of break, so midterm grades will need to be submitted by Sunday night.

2nd Vice President's Report: Susan Ford

- I am fielding many questions about work-to-rule, status, pay, etc. by emailing responses and speaking individually to members who have concerns and questions.

3rd Vice President's Report: David Lawrence

- Our push for ECCFA membership is paying big dividends. Many UA1 faculty have responded positively.
- In order to become a member of ECCFA, you need to complete the membership form, sign it, and submit it to Connie Orbeta, ECCFA Membership Chair, through company mail at VPA 311A. If you need a copy of the form, you can find it on the ECCFA website at <http://eccffaculty.org> under the FAQ tab.
- If you have any questions, please contact Connie (general ECCFA membership questions), Sue Ford (UAF2), or Dave Lawrence (UAF1).

Committee Reports—

Academic Policy: Dawn Munson & Jennifer McClure

- APC did not have a quorum so we have no report.

Academic Technology: Dan Kocher & Mary Peterhans

- No Report

Achieving the Dream: Linda Hefferin & Sarah Dye

- Reported by Julie Hartley, AtD Co-Chair: From February 8-11, our Implementation Steering Committee attending the national Achieving the Dream Strategies Institute in Indianapolis. The Institute provided case studies of best practices, training sessions, and opportunities to discuss strategies with other Achieving the Dream schools from across the country. It also provided multiple occasions for intensive conversations and collaboration between the chairs of the four implementation teams.
- During the Institute, the Community College Research Center and the MDRC released a study of the first five-years of the Achieving the Dream initiative. This study was misinterpreted by the press. What it concluded was that the first round of AtD colleges had made great strides in improving their institutional cultures of evidence and

that they had instituted a wide range of strategies to improve student achievement. Because these strategies remained small in scale at the beginning of the study, colleges have seen modest improvements in students completing gatekeeper college English course and in overall course completion. As these first AtD colleges bring their programs to scale, the CCRC and MDRC anticipate more significant measurable improvements in student outcomes. Our Achieving the Dream coaches are urging us to bring our interventions to scale much more quickly than happened with the first participating schools.

- 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 Brynensen, 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; Donna Garcia (49)
 - **Staff:** Stephanie Bonvallet, Phil Howard, Elaine Reid, Jacque Sweetman, Vany Wells, Kathy Meisinger. Vicki Bethke, Linda 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 – no quorum on March 8

BOT Finance Committee: Linda Hefferin

- The Board of Trustees (BOT) Finance Committee met on March 7, 2011. Dr. McBride, Chair, called the meeting to order at 2 p.m. Minutes from January 24, 2011, were approved.
- Auxiliary Enterprise Business Units of the College are to run on a business model, following their business plan. Representatives from various auxiliary business units commented on their status.
- A management letter update dated March 7, 2011, noted deficiencies in ECC's internal control and provided an update toward correcting/eliminating the deficiencies. The Finance Committee also presented a resolution authorizing the abatement of a portion of taxes levied to pay debt service on taxable general obligation bonds.
- The next meeting of the BOT Finance Committee is scheduled for May 2 at 2 p.m. in UBC 103.

Communication Liaison: Gary Christenson

- No report.

COPE:**Ron Kowalczyk**

- On Wednesday, March 9, 2011, ECCFA COPE, along with SSECCA COPE and Student Government, hosted the ECC Board of Trustees Forum. Of the five candidates invited, three participated: John Dalton, Richard Geary and Robin Lisboa. The two incumbents, Ellie MacKinney and John Duffy, did not respond to our invitation, nor did either participate in the forum. If you wish to read more about the candidates who did participate, their responses to our written questionnaires can be found on the ECCFA COPE webpage. The BOT elections are extremely important and we encourage everyone to vote on April 5, 2011.

Curriculum:**Maureen Lange**

- Curriculum Committee did not meet for lack of a quorum.
- Martinez said he had met with Rose DiGerlando. She let him know there is some curricula from the truck driving program that has to be approved and sent to ICCB. Even though the Curriculum Committee is not meeting, it still has to be approved. DiGerlando has the authority to send curricula to ICCB. The curricula must be done by a certain date, or the program gets in trouble. Martinez said he was not in any position to tell her not to approve the curricula for the program.
- Hutman questioned whether or not ICCB requires faculty oversight when it comes to curriculum development.

Elections:**Bill Demaree**

- Need to establish dates for April elections upon the advice of Senate.
- Demaree said if the process of elections is started right after Spring Break, they can still be fit in before the end of the semester. If nominations are open the Monday/Tuesday after we come back from break and nominations close on April 8, we could start absentee balloting on April 12, with elections on April 19 and 20. If we need to have run-off elections, they can occur on April 25 and 26. This will give enough time to have faculty elected and seated for the Senate meeting on April 27.
- Dye said theoretically people are not seated until the first meeting of the fall, except for Senate because that has to be done by April 30. She said we will need to go back and make sure what committees need members and whose terms are up.
- Ford said that all the committees will have seven divisions plus more unit adjuncts.

Faculty Development:**Beth Santell**

- No Report

FAVs**Dan Kernler**

- Anyone interested in serving as Volunteer Coordinator beginning in Fall 2011 should contact Sarah Dye. If you have questions regarding what is required of the position, please feel free to contact the current Volunteer Coordinator, Dan Kernler.
- Dye said that Rick Bonnom has not officially accepted this position. She said if anyone else expresses interest, a run-off election could take place.

GIST**David Burke**

- No report.

Grievance:**Howard Russo & Susan Ford**

- Ford reported that a grievance was averted in the Surgical Tech area. DiGerlando has a plan to deal with the issue.
- She said that the backpay for subs is still being paid.
- Ford said she didn't know if any of the UA2 entry backpay has started. It has been worked on. The issue occurred when the semesters weren't counted correctly for UA2 entry. The issue goes back to January 2007 and includes about 27 faculty members.

Honors:**Alice Biggers**

- No report.

Humanities Center:**David Burke**

- No report.

Insurance**Lynn Ducar & Vicki Walker**

- No report.

Learning Communities (Steering) Alison Douglas

- No report.

MAGIC:**Kim Tarver & Clark Hallpike**

- No report.

Membership:**Connie Orbeta*****Spring Semester 2011—as of March 14, 2011***

- **Full time faculty (100%)**

- 143 **Members**
- (0 non-members)
- 143 eligible

- **UA1s (53%)**

- 91 **Members**
- (78 non-members)
- 169 eligible

- **UA2s (87%)**

- 170 **Members**
- (26 non-members)
- 196 **eligible**

- **INAs (Inactives)**

- 15
- 3 **Members**

- **Total signed members 407**

- **Total 523 Faculty**

- Dye said the membership numbers are looking really, really good. A lot of folks are working on boosting the membership numbers, which is really very, very helpful.
- Ford said it would be cool to get a trophy from IFT for having 100 percent.
- Hefferin said an award is also given for 95 percent membership

Negotiations:**Luis Martinez**

- Here are some answers to some of the Work to Rule questions that have been brought to my attention.
 - With regard to serving in search committees, you must continue to do so. Same goes for tenure committees.
 - If you are invited to attend a meeting of the Interiors Committee to give your professional opinion, and/or expertise, please do so.
 - Please do not hesitate to contact your negotiation team if you have any questions or concerns.
 - Once again, thanks for your support and solidarity.

- Martinez said there is really no report, partly because there has not been enough time. He said that faculty sometimes approach him to find out what is going on. He said that Gary Christensen is posting on the blog, but the process is confidential, as requested by the mediator. We cannot violate that agreement. He said he assume the other side is honoring confidentiality. He stated that nothing will be talked about until the contract is settled or further action has to be taken.
- Regarding mediation, Martinez said that if we see meetings are occurring, we can assume progress is being made. As long as meetings keep coming up, assume things are moving. That's as much as we can tell you.
- Becker said she knew there was a meeting scheduled for next Saturday (March 19). Are there additional meetings?
- Russo said there were meetings scheduled during spring break on Tuesday, March 22 and Saturday, March 26.
- Becker asked if the team can get it posted that other meetings are being scheduled.
- Clark Hallpike said it is commendable that the team is working over break.
- Martinez said whenever they were asked when they wanted to meet, they said whenever. "It won't be us who are blamed for not being available.
- Dye said she was told today that Harper had settled their contract, and an announcement was made today that the faculty had received a three or four year contract with three percent raises.
- Martinez said the negotiations would contact faculty if they are needed for vigils. "It's lonely without you guys there. We'll let you know if we need you."

Scholarship: Bev Augustine

- No Report.

Sentinel: Bill Demaree

- The Sentinel was published Tuesday, 8 March.
- The deadline for the next issue will be around April 5th ..

Sick Bank: Ellie Swanson

- So far this school year the Committee has approved withdrawals of 109 days from the ECCFA Sick Leave Bank. 434 days remain in the Bank.
- Also this year the Committee has experienced legitimate requests for days from the Bank that are not, by the current procedures, permissible. The types of treatments people are receiving and the illnesses they are experiencing are different than those envisioned when the procedures were written, e.g. they are more often intermittent and/or recurring. The Committee feels the need to have more flexibility in approving withdrawals from the Sick Leave Bank. We would like to propose the following addition to the Sick Leave Bank procedures:
- **In special circumstances the Sick Leave Bank Committee may allow for withdrawals outside of the limitations herein. Such exceptions must be approved by a majority of the members of the Committee.**
- The Committee requests Senate approval of the above addition to the Sick Leave Bank procedures.
- As always, thank you to the Senate for supporting the work of the Committee.

Strategic Planning Committee: Elizabeth McNulty & Phil Garber

- No Report

Webmaster: Tammy Ray

- **ECCFA Website** –There were **over 67,000 hits** on the ECCFA Website in the February, with some days reaching over 7000 hits.
- **Senate Agenda & Minutes** – Most recent agenda and approved minutes are posted at <http://eccfaculty.org/minutes>, when they become available.
- **Sentinel** – The March issue of The Sentinel has been posted to the Web site.
- **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>. Links to printable ECCFA Unity signs and the Negotiations Glossary are available from the blog, as well as a link to the newly created ECCFA Facebook Group page.

- **ECCFA Facebook Group** – The ECCFA Facebook page has had **over 55,000 page views** in the past month. (Page views are the number of times fans and non-fans have viewed news feeds posted on the page.) Of those viewing the page, 35% fall in to the 18-24 age groups. Additionally, over 200 users have indicated that they like our page.
- Several photo albums have been added, along with links to relevant news articles. Check out the new ECCFA Facebook Group page by searching either Elgin Community College or ECCFA.
- **ECCFA Contact List** – Approximately 300 ECCFA members have 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.
- **Constant Contact:** An account has been setup with Constant Contact to distribute group emails in the event of a job action.

Special Orders:

Approval of committee members (treat as Consent Agenda)

- **Unit Adjunct Library Cataloger Search** (Brian Beecher, Chair): Armando Trejo (also serving as MAGIC rep); Ellie Swanson; Connie James-Jenkin; (Jessica Kellenberger, SSECCA)
 - **Cindy Hutman moved to approve the Unit Adjunct Library Cataloger Search Committee members. Cassandra Watson seconded. Approved.**

Old Business:

New Business:

Sick Bank

- The rules on how Sick Bank operates were attached to the last two pages of the agenda. The Senate is being asked by the Sick Bank Committee to approve the alteration of working rules to address special circumstances that may allow for withdrawals outside the normal duration.
- Becker said if someone is getting ongoing treatment for something at periodic intervals, he/she is already qualified for extended sick leave.
- Salgado asked how “special circumstances” are defined. His concern is that someone with “special circumstances” may face potential discrimination.
- Martinez said that certain treatments may make it difficult for a person to operate, and he/she may need a day off, so instead of a lump of days all at one time, the person would the days as they were needed.
- Ford said that the committee doesn’t know the circumstances of those who are applying for Sick Bank days.
- Hutman said it is a judgment call; the committee decides who can get additional days and who does not.
- Ford said it is not even known who the person is applying for the days. Although, some people know because they know the person
- Demaree said it can be very difficult to approve or not approve sick days because very little information is known.
- Ford said it is known if it is a recurring illness or surgery, but they won’t know the specifics.
- Lawrence said there is still a 50 day maximum that a person can get in Sick Bank days.
- Becker motioned to approve the recommended Sick Bank changes. Martinez seconded. Approved.

ECCFA Logo

- Dye questioned whether or not the ECCFA needed to change its logo.
- Ford said she liked the current logo. Perhaps we could incorporate the old logo with the new logo. Perhaps this could be done through a contest with students.
- Joel Peck said that he and Russo had discussed that the ECCFA logo needs something. If we want to get students involved, that would be fine.

- Martinez said the thing about making it a contest is that it will require rules and conversation, which many people do not have time for.
- Salgado said the positive thing about a contest would be that it would give us more choices.
- Becker questioned how, if we are working under Work to Rule, we could ask students to do that and ask faculty to get involved and judging the logo.
- Dye asked Peck if he could come up with some examples by the April 27 Senate meeting. The samples could be sent out electronically.
- Peck said he could have something done by April 27.
- Dye asked what Peck's expectations were in regards to pay.
- Peck replied he had no expectations in regards to pay. "The Union has done plenty for me."

ECCP3

- The Senate has been asked by ECCP3 to share the expenses for an upcoming speaker. The expenses are \$100.
 - **Hutman moved to give ECCP3 \$100 for the speaker. Lawrence seconded. Approved.**

Division Issues:

Adjournment:

- **Hutman motioned to adjourn the March 16, 2011 meeting. Russo seconded. Approved. Meeting adjourned at 4:34 pm.**

Respectfully submitted by Lori Clark, ECCFA Secretary