



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



ECCFA Senate Minutes
Senate Meeting: Wednesday, August 24, 2011

Sarah Dye, President, presiding

Mary Arndt
Rick Bonnom
Michele Brynelsen
Lori Clark
Julie DeLong
Len Fitzpatrick
Linda Hefferin
Dan Kocher
David Lawrence
Marcia Luptak
Luis Martinez

Gary Norden
Pat O'Brien
Joel Peck
Chad Perion
Miroslav Rezak
Joyce Ross
Howard Russo
Armando Trejo
Scott Vaszily
Cassandra Watson

Absent: Carl DeCarlo, Cindy Hutman, Cathy Tomasik, Glenn Turner

Visitor—Garrett Cody, Fire Science

Meeting called to order by Sarah Dye at 3:09

Secretary's Report: **Lori Clark**

- Regular Meeting Minutes—May 11, 2011
- In the May 11, 2011 minutes under New Business it is stated that the last day of the semester is December 14. The date should be changed to December 15. Correction made.
 - Luis Martinez moved to accept the corrected minutes from May 11, 2011. Pat O'Brien seconded. Approved with two abstentions.

Treasurer's Report: **Linda Hefferin**

- The Treasurer's report with new budget numbers was presented on Opening Day. The budget was approved by faculty.
- Hefferin reported she received the bill from the attorney, and we have to pay for one hour worth of work and mileage.
- She reported that we just received a check from the end of semester party from Azteca Del Oro to be deposited to the scholarship fund.
- Hefferin said she recently met with a CPA from AFT; we are not eligible for sales tax exemption, which means we will have to pay tax for the ECCFA luncheons on Opening Day. The amount in taxes is approximately \$300 a year.
 - Dye stated that we might want to think about doing something less expensive in the future.

- Report accepted.

President's Report: Sarah Dye

- Dye reminded Senators that there is an attendance policy that says Senators cannot miss more than two meetings in a row. If more than that is missed, a Senator can be replaced or get a sub.
- Watson said that Vicki Walker has a teaching commitment during Senate this semester, so she will need a sub.

CONSTRUCTION UPDATE from Paul Dawson:

- Welcome back for those that have been away for the summer. This report reminds me of my elementary school days and "What I did over my summer!" So here it goes, remember no grading allowed!
- Finished remodeling the first floor SRC Main Building with the following noted items:
- The huge success story is the finishing of the cafeteria and kitchen area. We basically blew up the old one almost three months to the day ago. We jackhammered the floor and built new walls. The only thing that will not be done is the "coffee bar" area which should open about a week late due to a late coming stainless steel top. The serving space is beautiful. How much is all open on Monday will be up to Chef Maria Terry. We passed the fire and health inspections today at 10:00 AM. This doesn't leave her crew much time to stock and learn all new equipment. I trust you will still be happy Monday morning!
- New meeting rooms - Community, Heritage, and Lakeside Lounge. All new carpet, windows, Audio Visual equipment, and movable walls in the Community and Heritage Rooms. The video projectors drop down from the beautiful wooden ceilings and the projection screen is motorized along with custom lighting.
- The Alumni Room is outfitted like the other 2 meeting rooms, but is going to be a temporary tutoring area until Spring classes when the Library is done.
- There is a gaming area next to the Lakeside Lounge which will have 2 large screen monitors for the students to play video games. There will be a student contest in naming this area.
- The Hub is all new and no longer recessed below the adjacent corridors. It will also have a student sponsored naming contest.
- Operations and Maintenance and the mailroom have newly designed offices. There is a small conference room next to O&M that will be available for scheduling.
- New widened corridors to ICT and MSC with student study and meeting areas. New vending machine nook outside O&M.
- New SRC restrooms with baby changing tables in one handicap stall in both Men's and Women's room.
- The Jobe Lounge will be completed now that the temp cafeteria has moved.
- This will complete the first floor SRC except for the marketing and print shop area to be done next summer. This area will be large storage areas and a large conference room and will straighten out the corridor. The next SRC remodel phase will be second floor when the Library leaves in late December. New SRC roofs will be done on third shift (11pm to 7am) in about a month.
- We added 132 parking spots to Lot 9. New energy saving LED parking lots will be installed when received in a few weeks. Temporary lights are in place now.
- New HBT West roof (old HBT area).
- Reduced berms (grass islands) along Renner and Lehr Drive. New trees and new crosswalk in front of ICT.

- New ITR Welding Lab. This will double the instructional capacity of this space. Exhaust equipment delivery delays may make this unavailable for the first week of classes. Dave Reich has planned for this and can hold instructional time in classrooms until his lab is available.
- Library:
 - Sitework concrete is nearly complete.
 - All exterior and interior glazing is complete
 - Restrooms are complete
 - Ceiling grid is done and lights are hung. Wood ceiling on second floor is done. Acoustical ceiling drops are underway.
 - Access flooring on first floor is virtually complete. This access flooring will allow us to move outlets and data around for future reconfigurations.
 - Finish painting on second floor offices is complete. Reading room is really a nice space. I think this would be an excellent office space for the managing director of construction, but I think the Cubs will win a world series (and I am a Cub's fan) before that happens.
 - Air-conditioning is operational
 - Completion is still on schedule to have the Library operational by start of Spring Classes.
- Health and Life Sciences Building (HLSB)
 - Exterior glass is done except 4 pieces and where the contractors are using the areas for access.
 - Science casework is being installed
 - Air-conditioning is operational
 - Terrazzo, carpet, and sheet vinyl flooring is making huge strides. Finish painting is underway.
 - Medical equipment is being received and installed. First furniture delivery scheduled for mid-October.
 - The project is on schedule to finish in time for Spring classes in 2012.
- Upcoming referendum projects:
 - New entrance to campus: First Street to be built between the ITR and 1741 Fleetwood (storage building). Hope to be built before the snow flies.
 - B. Wayfinding signage : First phase – Building A (HLSB), Building B (SRC), Building C (Library), and Building K (MPC) to be installed before the start of Spring classes. The rest done by the start of Fall 2012 (FY 2013).
 - New ECC Master Facility Plan due by the end of the year.
 - Programming for HBT East for new science building. Start of construction January, 2012
 - Programming for MSC (First floor IT, Marketing, ECC Police, Print shop; Second floor Math department). First floor construction January 2012, second May 2012.
 - Events Center roof replacement (state funded project).
- I did not achieve all of this in a vacuum. I want to thank the rest of the steering committee, Sharon Konny, Rose DiGerlando, Ned Coonen, Melissa Tait, and Robin Arnold for their collaboration. The interior finishes team and furniture group did a fabulous job, what a beautiful area that the first floor has turned out to be! I would also like to personally thank Operations and Maintenance, IT, Cafeteria staff, and anyone else that helped, put up with the noise and dust, and offered encouragement. It was a heck of a summer! Paul (sorry, my humor was tired along with my brain!)

- Martinez reported that he, Shawn Mikulay, and Mary O'Sullivan met on behalf of ECCFA with Marcy Thompson and Elaine Reed on August 24. There will be a survey going out to coordinators. He will have more information at the next Senate meeting.
- Hefferin commented that she emailed Susan Ford and Martinez in regards to a correction in the contract about dues payment. Two paragraphs will need to be deleted. They will have to negotiate the change, but it should be a done deal.

2nd Vice President's Report: Dan Kocher

- Kocher reported that he and Cassandra Watson have been working on an having an adjunct caucus. It will be in a week, and they will send out a meeting notice.

3rd Vice President's Report: Cassandra Watson

- Spent the summer answering many emails from constituents. Worked on helping them make sure they were placed in the correct lane/step as well as answering many other questions. So glad the new contract is ready and will be online soon in order to direct our constituents there.

Committee Reports—

Academic Policy: Keith Lewis (and Jennifer McClure)

- Because Dawn Munson is on sabbatical this semester, the committee will elect a substitute chair when they have their first meeting. Keith Lewis will provide Senate reports.

Academic Technology: Dan Kocher & Mary Peterhans

- Kocher reported that Ned Coonen wanted to make some changes to the committee. They are working through this. They have stated that those were elected we'll serve on the committee, or all faculty members will be pulled off. They have not had a meeting yet because of these issues.

Achieving the Dream: Linda Hefferin & Sarah Dye

- **Achieving the Dream Accomplishments FY2011**
- The Developmental Education team created a new math course (Math 099), allowing promising students to complete two levels of developmental math in a single semester, thereby accelerating their time to completion.
- The First Year Experience team designed a behavioral checklist to help students track important steps and milestones they need to complete during their first semester.
- We formed case management teams of African-American, Latino and adult students to help at-risk students navigate the many barriers they face.
- A campus-wide review team was formed to review AtD efforts and provide feedback to continuously inform our progress. The team's role will be expanded in FY2012 to provide feedback on a variety of reports that inform strategic planning.
- **Achieving the Dream Goals FY2012**
- Developmental education is a primary focus of AtD this year. Efforts include designing supplemental instruction for math and reading labs, creating new curriculum to navigate developmental English and reading more quickly, and providing professional training for faculty.
- A new intrusive advising program called Emerging Scholars will increase the number of mandatory contacts with students during the critical period from registration to mid-term.
- Already begun, the Equity Action Team has re-launched training efforts to improve campus-wide cultural competency in diversity, inclusion and equity.
- The AtD Steering Committee re-commits to improving campus-wide communication to keep all constituencies informed about AtD progress.

Alliance for College Readiness: Alison Douglas

- July 28th marked the end of the fourth Summer Bridge program offered to ECC students through the Alliance for College Readiness. This year’s program was funded both through college funds and by a grant from Chase Bank. As in previous years, the Summer Bridge curricula are based on analysis of diagnostic testing on students who meet the Bridge placement criteria. The curricula are written and revised by collaborative teams of high school and college faculty. The Summer Bridge classes are also taught collaboratively by on high school, one college, and one reading specialist faculty member. New this summer was an “Option B” bridge for students who “just missed” placing into Eng 098 or Math 098 in addition to the “Option A” classes for students who just missed placement into college level math or writing. The Summer Bridge held some surprises both positive and negative. The “Option A” writing class students did not place into Eng. 101 at the high rates we had seen in previous years (only 43% moved into Eng. 101), but the “Option B” writing students and both levels of math students showed great improvement. Only 13 students were eligible for the “Option B” writing bridge, but of the five who enrolled, 100% improved their placement – 80% moved up to English 101 saving themselves two semesters of developmental writing classes! In the math classes, 90% of the “Option B” students improved their placement, and 30% of those placed into college level math. In the “Option A” math classes, 71% of the students placed into college level math, and 71% of those students improved by more than one level.
- Overall, the Summer Bridge saved our students 133 credit hours of developmental coursework and over **\$13,000** in tuition and an estimated **\$3,700** in textbook costs! **Estimated long-term savings: \$45,000:** 15 students are now “completely college ready,” potentially saving themselves a full semester of time to goal completion – that’s an estimated \$3,000 per student! The Summer Bridge faculty and curriculum writers included faculty from all four high school districts in Community College District 509. ECC faculty participating in the 2011 Summer Bridge included Ken Beynon, Stephanie DeFranco, Mary Elfring, John Mravik, Katie O’Shaunessy, Sandy Ratter, Joyce Ross, and Vicki Walker.

Amendments: Dan Kocher

- Constitution/By-laws Report presented and voted on at 8/18/11 ECCFA meeting
- Report presented at luncheon. Pending items will be brought to faculty at a later time. They are trying to think of best way to get feedback from faculty.

Assessment Committee: Eric Long

- No Report

BOT Finance Committee: Linda Hefferin

- Dates and agenda items for the 2011/2012 Finance Committee were presented: October 5, 2011, at 8:30 a.m.; December 12, 2011, 2 p.m.; March 12, 2012, at 2 p.m.; and May 7, 2012, at 2 p.m. Meetings are typically held in UBC 103 unless there is a room conflict.
- Hefferin reported that more faculty members attending.

Communication Liaison: Gary Christenson

- No report.

COPE: Ron Kowalczyk

- If members are interested in donating, they can contact Kowalczyk or visit the ECCFA website.

Curriculum: Joe Rosenfeld

- No report.

Elections: Bill Demaree

- No report.

Faculty Development: Beth Santell

- No report.

FAVs Rick Bonnom

- Working with SSECCA's Vickie Wiskirchen to select date(s) to return to Northern Illinois Food Bank for a joint volunteer activity

GIST David Burke

- On May 26th, a group of 8 faculty and 3 administrators embarked on a 14 day journey to China under the auspices of ECC's Title VIA grant. The faculty included Joyce Fountain, Clark Hallpike, Marc Healy, Linda Hefferin, Leslie McTighe, Li Na, and David Zacker, as well as Project Director David Burke. Administrators included Deans Mary Hatch, Mi Hu, and Ruixuan Mao. Landing in Beijing after a 13 hour flight, over the next two days the group toured the Great Wall, Tiananmen Square, the Forbidden City, the Temple of Heaven, had lunch in a neighborhood restaurant, visited the Bell Tower, and had dinner in the home of a Chinese family. Departing for Chongqing, the faculty met with their counterparts at Southwest University and Chongqing Technology and Business University for several days to discuss two-way exchange procedures for ECC faculty, students, and administrators, and to learn more about our academic interests centering on China. Then, flying to Xi'an, the group did a site visit to the archeological digs of the Terracotta soldiers and visited a gift emporium and rug-making factory. A tour of the city wall, and the great Pagoda in Xi'an was also undertaken, as was an afternoon visit to the Bathing House where Chiang Kai Shek was captured by Chairman Mao at the time of the revolution. The group next went to Shanghai to better understand the business culture of contemporary China, and also visited Suzhou where site visits were done to a silk farm and weaving establishment, a pearl factory and jewelry store. Returning to Shanghai by bullet train, the group spent its last night in China exploring the Muslim quarter in Shanghai. Faculty have now incorporated their learning experiences from China into their course infusion projects. On Friday, August 19th, the group met once again in UBC to share their course development and course infusion projects with one another, following up with a dinner in Bartlett at the Four Seasons Restaurant, known for its excellent Chinese and Japanese cuisine. The group has decided to continue meeting during the 2011 – 12 academic year, twice a semester, as a China Study Group. This will help the group continue its progress in bringing a coordinated program of China studies, including Mandarin, to the ECC campus. Additionally, a 2 + 2 program is being coordinated with Benedictine University so ECC students wishing to transfer there for third and fourth year Mandarin will have a smooth transition from ECC into the Global Studies program at Benedictine if they so wish.
- For the 2011 – 12 academic year, ECC's Title VIA grant program will emphasize India while continuing its work with the China curriculum. Thirty-five faculty who teach high-enrollment Gen Ed courses have been invited to apply for course infusion projects related to India. A separate competition will be held in late fall 2011 amongst the ten who are selected for course infusion projects to apply for a study trip to India next spring/summer. It is anticipated that the grant will be able to fund four faculty for that trip. A Memorandum of Understanding (MOU) has been signed by the Registrar of North East Hill University, Shillong, India. We are waiting upon its receipt at ECC, and Dr. Sam's signature
- Work is continuing to advance a MOU with Inter-American University in Puerto Rico. As of this writing, there is a strong possibility of obtaining a signed MOU between our two institutions. This will enable a student exchange program to be developed between ECC and Inter-American University.

Grievance: Howard Russo & Susan Ford

- Russo said the committee is working on a couple of things. They are waiting on responses from lawyers about the individual bargaining issue. He said there are a couple other things they are not ready to talk about.

Honors: Johanna Cummings

- No report.

Humanities Center:**David Burke**

- The Humanities Center's International Film Series, led by Tim Karr, will be presenting three films this fall in ATC Auditorium. The first film to be shown is "The Lives of Others" on Friday, September 9th at 7:30 PM, with a repeat showing on Thursday, September 15th at 7:00 PM. This film won the 2006 Oscar for Best Foreign Language Film. Both a political thriller and human drama, the film begins in East Berlin in 1984, five years before Glasnost and the fall of the Berlin Wall, and takes us to a reunited Germany in 1991. The film traces the gradual disillusionment of a highly-placed East German officer who works for the Stasi, East Germany's all-powerful secret police whose goal was to know everything about "the lives of others." The second film will be "The Sea Inside" which won the 2004 Oscar for Best Foreign Language Film . Based on a true story, The Sea Inside is about the struggle Spaniard Ramon Sampedro endured as he waged a 30 year campaign to win the right to end his life with dignity. The Sea Inside will be screened on Friday, October 14th at 7:30 PM and again on Thursday, October 20th at 7:00 P.M. The third film in the fall series is a Bollywood comedy: "Lage Raho Munna Bhai." This film stars the popular South Asian actor Sanjay Dutt as a Mumbai underworld don who begins to see the spirit of Mahatma Gandhi, eventually learning about Gandhi's life and principles. Interwoven is a love story with the don's opportunity to apply Gandhian principles to help overcome a corrupt real-estate developer who has seized the house of the don's radio jockey girlfriend. Showings are on Fridays, November 11th and 18th at 7:30 PM.
- The Humanities Center Speaker Series is joint-sponsoring with OLAS a talk by Fidel Castro's daughter who will speak in ATC Auditorium on September 20th from 11 AM – 1 PM on "Fidel Castro's daughter: An Exile's Memoir of Cuba." The full complement of speakers for fall semester is still being negotiated, so look for our forthcoming announcements.
- Socrates Café will continue with its philosophical discussions, time and dates to be announced.

Insurance**Lynn Ducar & Vicki Walker**

- No report.

Learning Communities (Steering) Alison Douglas

- Five faculty members and ECC's learning communities liaison to the administration attended the annual National Summer Institute on Learning Communities June 20th - 24th (a program of the Washington Center for the Improvement of Undergraduate Education). The conference, held at the Evergreen College in Olympia, Washington, brings together national experts on integrative learning and colleges/universities across the country in various stages of implementing learning community programs. In addition to plenary and workshop sessions, the Institute includes intensive "team work" session during which each college (with the assistance of expert mentors) develops its plan of action for the coming years' work on integrative learning which they present at the end of the conference. Other community colleges who listened to ECC's presentation were impressed with the program ECC faculty had built, especially without specific financial or institutional backing. The ECC team included faculty who were new to learning communities as learning community veterans, and this diversity allowed for synergistic learning that we hope will benefit the college in the years to come. The ECC Team included Sharon Baker(Psy), Tina Ballard (Rdg), Ken Beynon (Mth), Alison Douglas(Eng), Mary Perkins(Col 101), and Colleen Stribling (ESL). The team is grateful for the Faculty Development Committee's support which funded this group project.

MAGIC:**Kim Tarver & Clark Hallpike**

- No report.

Membership:**Connie Orbeta**

- **Full time faculty** (100%)
 - 144 Members
 - (0 non-members)
 - 143 eligible
- **UA1s** (61%)
 - 105 Members
 - (67 non-members)
 - 172 eligible
- **UA2s** (89%)
 - 179 Members
 - (20 non-members)
 - 199 eligible
- **INAs**
 - 15
 - 3 Members
- **Total signed members 430**
- **Total 529 Faculty**

Negotiations:

Luis Martinez

- No report.

Scholarship:

Bev Augustine

- No report.

Sentinel:

Bill Demaree

- **Sentinel Dates for 2011-2012**

| Due Date | Publication Date |
|-----------------------|-------------------------|
| Tues., 12 Sept. 2011 | Thurs., 15 Sept. 2011 |
| Thurs., 13 Oct. 2011 | Monday, 17 Oct. 2011 |
| Fri., 11 Nov. 2011 | Tues., 15 Nov. 2011 |
| Fri., 9 Dec. 2011 | Tues., 13 Dec. 2011 |
| Mon., 13 Feb. 2012 | Wed., 15 Feb. 2012 |
| Mon., 12 March 2012 | Thurs., 15 March 2012 |
| Thurs., 12 April 2012 | Mon., 16 April 2012 |
| Thurs., 10 May 2012 | Mon., 14 May 2012 |

Sick Bank:

Ellie Swanson

- There are currently 430 days in the pool and solicitation for contributions for the 2011/2012 academic year are underway. During the 2010/2011 year 63 days were granted from the pool.

Social Media

Jessica Carpenter

- Even over the summer there were over 50 visits a week and over 250 active monthly users. Over the summer facebook covered the IL pension situation (SB512), a situation at COD where the faculty advisor for the student newspaper was removed from her advisory position, ECC Relay for Life, the new legislation to come out of work between IL government WITH the IL teachers union (SB7), the special Olympics, changes in federal funding for higher ed, SB1556 (an attempt to curtail bargaining rights for a small number of IL public workers), changes in Union rules to reduce voting delays, finalization of SSECCA's contract and many other topics (that was just up until July 14!).

Strategic Planning Committee: Elizabeth McNulty & Phil Garber

- The committee will start up again in September to work on the FY2013 to FY2016 Strategic Plan. Phil Garber mentioned that the Performance Report for FY2011 will be available later this summer. This report shows the progress on key indicators tied to the current Strategic Plan.

Summer ULI Reports

- **Jessica Carpenter:** Over the summer I attended the ULI Negotiations I training in Hoffman Estates. As I told the instructors, this was the most useful work related conference I have EVER been to. I am happy to report that in my particular role play, as the leader of the union team we secured good contract improvements for our workers (of course, with a contract as bad as the sample contract you could hardly make it worse)! I would recommend this particular ULI session to everyone; just make sure you bring your acting skills. It was very interesting to see the differences in how the negotiation process works at other schools.

Webmaster:

Tammy Ray

- The new ECCFA webpage will be launched soon. Dye thanked Armando Trejo for his help with photographs.

Special Orders:

Approval of committee members (treat as Consent Agenda)

Approval of committee members (could be treated as Consent Agenda)

- **Assessment Committee (Eric Long, Chair):** Jim Dittus (sub, FA2011, for Ruby Sany) (CABS); Brooke Transue (CABS);
- **Curriculum Committee (Joe Rosenfeld, Vice-Chair):** Christina Gilleran (CABS); Josefana Aleman (LVPA);
- **Academic Policy Committee (Jennifer McClure, Vice-Chair):** Cindy Hutman (sub, FA2011, for Dawn Munson) (CABS); Bill Pelz (LVPA);
- **Retention Alert Committee (Vany Wells, Chair; Julie Schaid, Dean):** Kelly Woyach(HP); Jim Dittus (CABS); Patti Jachowicz (COUN/LIB); Catherine Mooushon (MSE); Dennis Wilson (UAF1); Tammy Ray (UAF2); Abraham-Martinez-Cruz (LVPA); Tina Ballard (CABS); Ron Kowalczyk (BUS)
- **Strategic Planning Committee (Phil Garber, Chair):** Elizabeth McNulty (ABEC); Linda Hefferin (AtD); David Reich (SSCT); Sumitra Dugirrala (UAF2)
- **Performing Arts Administrative Assistant II Search Committee (Cindy Gasparado, Chair):** Kim Tarver (MAGIC rep)
- Pat O'Brien moved to accept the above as a consent agenda. Howard Russo seconded. Approved.
- Miroslav moved to approve the items in the consent agenda. O'Brien seconded. Approved.

Old Business:

Picketing signs—

- Norden said he would take care of the signs.
- Russo recommended we throw away the signs and make new ones.

SRC—

- Martinez reported that he was told during the summer that the roof would be repaired. It appears that nothing has been done yet. According to the construction update from Dawson, the roof is expected to be worked on in September.
- Martinez also said he had had a conversation with a faculty member who said that people in upper SRC are going to start monitoring the situation. Since coming back to campus, there have been faculty who have developed issues with sneezing and coughing and other issues. This could be due to leaking or allergies.
- Dye asked Martinez to send an email to faculty in those areas to keep the Senate updated on issues they are having.

Construction Obligations

- Rezac asked if there was a contractual obligation to participate in construction projects. He said some faculty in his area have been railroaded into it. He said administrators are asking for faculty to help, but that is a smokescreen because decisions have already been made.
- Martinez said administrators had talked to Rezac and Steve Trail asking for opinions. He said faculty are spending hours with administrators, and then they come back and they haven't taken those recommendations, and then faculty have to fight to get what they needed. There is no one on the Steering Committee who teaches. You can't tell an ESL instructor what he/she needs when you're not an ESL instructor.
- Brynelsen said administrators spent money on simulation labs. Then the Steering Committee decided they didn't need mannequins in the labs.
- Russo said it will go on forever.
- Martinez said if faculty don't participate, then the chances of getting a little bit are going to be gone. We have to keep pressing and pushing the case and proving them wrong. They are worried about the look of the building and not the functionality of class. If we let them do what they want, then we'll have to deal with what we get.

New Business:

Evaluations—

- Rezac asked if there is a way to dispute/appeal a triennial evaluation that is capricious. Several of us are concerned because of the new dean. He did one class evaluation for a full-timer and gave very negative feedback.
- Dye said that the faculty member can comment on the evaluation. Some people have written long responses.
- Luptak said she has seen responses that are longer than the evaluation.
- Rezac asked if method of delivery is covered by academic freedom.
- Martinez said it is part of academic freedom.
- Russo said administrators can't tell faculty how to deliver instruction. Period.
- Luptak said if the faculty member responds, deans are a lot more careful with evaluations from them on.

Refreshment Coordinator—

- Treat person volunteer found from among senators/officers for next year **or** consideration of rotating volunteer system – Thank you, Kathy and Dave Lawrence!
- ***Senators: Please bring your \$20 to give to Dave to help support the cost of treats at the Senate meeting for the 2011-2012 academic year.***

2011 Holiday Breakfast—

- From Kathryn Skates, HR: Although we are just now taking the plunge into the Fall semester, I am writing to ask you about the date for the 2011 Holiday Breakfast. From what I can ascertain from the past, in 2009 we had it on **Thursday**, December 17 and last year we moved it to **Friday**, December 17. If we went with Friday again this year, it looks like we would want to go with December 16, 7:30 am-9:30 am.
- Lawrence made a motion to approve this date. Fitzpatrick seconded. Approved.

Division Issues:

Union Fliers—

- Dye asked for Senators to post the “Notice to Educational Employees Who Are Not Members of the Union” flier in their mailrooms. There is a legal requirement to post this information.

Agenda—

- Dye reminded everyone that agenda items are due on Mondays before Senate meetings.

Contract Distribution—

- Martinez said we need to take care of contract distribution. The easiest way to get the contract to full-time faculty is to have Senators ask their constituents if they need contracts. He will send out constituent lists to Senators. They will need to sign their name on a list so that we can keep track.
- Luptak asked if adjuncts who are inactive will be mailed their contracts.
- Hefferin said that we have never tried to distribute to inactive members before.
- Dye said the contract is online, so they can always look on the website.

Adjournment:

- **Howard Russo motioned to adjourn the August 24, 2011 meeting. O’Brien seconded. Approved.**
- **Meeting adjourned at 4:02 pm**

Respectfully submitted by Lori Clark, ECCFA Secretary