



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



ECCFA Senate Minutes
Senate Meeting: Wednesday, September 7, 2011

Sarah Dye, President, presiding

Frank Aleman
Mary Arndt
Rick Bonnom
Michele Brynelsen
Lori Clark
Julie DeLong
Linda Hefferin
Cindy Hutman
Dan Kocher
David Lawrence

Marcia Luptak
Luis Martinez
Pat O'Brien
Chad Pearion
Miroslav Rezac
Joyce Ross
Armando Trejo
Glenn Turner
Scott Vaszily
Cassandra Watson

Absent: Howard Russo, Carl DiCarlo, Joel Peck, Cathy Tomasik

Meeting called to order by Sarah Dye at 3:04

Visitor:

Dan Kernler—

- Kernler was thinking about how we could get more faculty members involved in negotiations, especially people who might be needed to provide assistance to the negotiation team on finances or other issues. He said a way to get more people involved might be to have some training sessions on union issues. One session could be about how the lane and step process works and other financial matters, and the other session could be about the aspects of negotiations.
- Martinez added that on the negotiating team, they were lucky to have faculty, like Kernler who helped out because it is a lot of work. He also said that everybody would benefit from such a training.
- Trejo suggested that we put a notice in the Sentinel.
- Dye asked Kernler to create a course outline to get the membership interested. She thought that the sooner we begin this, the better off we will be.
- Kernler offered to teach the sessions. He suggested we have three sessions of each class, and offer them in the fall.
- Lawrence said it would important to include adjuncts.
- Kernler asked that if anyone has issues or suggestions on times and days to let him know.
- Hutman said that if we want as many part-timers as possible, we would need to have evening and weekend sessions.

Secretary's Report:

Lori Clark

- Regular Meeting Minutes—August 24, 2011
- Membership report questions—144 is correction but don't know about tow adjunct groups. Corrections to the minutes will be made once the information is received from Connie Orbeta.
- Luis Martinez moved to approve the August 24 minutes once the correction has been made. O'Brien seconded. . Approved with two abstentions.

Treasurer's Report: Linda Hefferin

- Watson asked if this was the final budget for last year.
- Hefferin said it was. She did notice a couple of errors that will be corrected. She reported that we are going to be over in income and under in expenses.
- Report accepted.

President's Report: Sarah Dye

- Because UAF2 Senator Josefana Aleman is serving as a temporary FT faculty member in the Spanish Program this semester, Frank Aleman (UAF2) will substitute for her this fall.
- Alerted faculty by email to check their stipends for hybrid courses with their deans' Admin. Assistants.
- Sent out email notice to all faculty concerning changes to money factors from SURS.
- I need IFT affidavits filled out and signed by all the Senators who took the Notice to Employee booklets to be posted in their buildings at our last Senate meeting. I'll have the forms at the meeting tomorrow. Be sure to take care of that as I have to submit them to the local IFT office as soon as possible. If anyone makes claim that not posted, we need to have legal documentation that they were posted.

1st Vice President's Report: Luis Martinez

- No report.
- Martinez said that all of the ECCFA VPs are in the process of regularly meeting with the Vice President.

2nd Vice President's Report: Dan Kocher

- No report.

3rd Vice President's Report: Cassandra Watson

- Dan Kocher and I met with the other adjunct senators this past week. Sue Ford joined us to help discuss relevant contract changes as well as current grievance issues that are related to adjunct faculty. Finally received full constituent list from HR; will be distributing that to the other UA1 senators soon. Will be in contact with adjunct faculty soon about distributing new contracts to those who have not yet received one.

Committee Reports—

Academic Policy: Keith Lewis (and Jennifer McClure)

- The committee met on August 29, 2011. Chair for Fall 2011 is Cindy Hutman, subbing for Dawn Munson who is on sabbatical. The time was spent reviewing what we need to cover this semester and who will be on which subgroup. The goal is to effectively deal with the topics so they can be submitted for the new catalog in December. One additional group was created to address the re-testing of students for math placement.

Topic	APC Point person(s)	Status
Call to Order and Welcome Election of interim Chair	Jennifer	
Q: Drive and Track changes	Marcy	

APC Bylaws	Chair	Need to review and finalize next meeting
Review Administrative Procedures for this academic year:	Jennifer/Chair	Form Subcommittees
Academic Residency (NEW)	Coffin Earl McClure	Carryover. Need information from instructional coordinators on minimum number of hours at ECC to earn BVS certificates. Work with Julie Schaid.
Academic Forgiveness (NEW)	Coffin, McClure	Carryover. Subcommittee still meeting
1.101 Student Credit for Learning Experiences Other than Formal Instruction	McClure Hatch	Carryover. Denied by Cabinet. Question about including tables and being too specific with steps. Would like career tech faculty to take a look too on what can be considered for proficiency.
Student Attendance [New]	Wagner Vogt McClure	Carryover. Subcommittee still meeting
1.104 Minimum Competencies	Kane Szabo Coffin McClure	Carryover. Subcommittee still meeting.

1.103 Student Grades	McClure	Carryover Denied. Dr. Sam requesting additional language to include all grade changes within X days of term ending. Look at Appeal of Final Grade 4.403 to match. Also needs to look at withdraw language.
4.104 Absence Notification from Dean of Students	Cowles	Up for review
4.401 Complaint	Coffin Cowles Hatch	Up for review
4.402 Student Code of Conduct	Coffin Cowles Hatch	Up for review
4.408 Appeal		Up for review

Academic Technology: Dan Kocher & Mary Peterhans

- Academic Technology will meet Friday, September 23rd at 10:00 AM in Conference Room ITC 126. The meeting agenda is being finalized and is to be sent to all faculty representatives on Wednesday, September 7th.
- Hutman expressed concerns about the quality of the wireless internet at the college. She said that since many faculty members are getting iPads, the quality of the wireless needs to be addressed. She said that when someone puts in a complaint, like a phone not working in the classroom, he or she will have to wait in line. This is a problem because if there is a problem related to the classroom, a tech should get in there right away.
- Martinez said there was an issue related to the upgrade to 2010. He said that if faculty members had software installed on classroom computers, they need to check to make sure it is still there because some programs may be gone.
- Trejo said that priorities need to change.
- Turner said he has had issues with programs that need administrative approval. He said some programs don't always work without administrative approval.
- Kocher said that right now, this is the practice, and it is due to the type of program they have and the access privileges within the system.
- Trejo also said that the computer lab in HBT is not open on Saturdays this semester. He said there has been a problem with students coming into the library, trying to install programs that they can't install.
- Kocher said he will look into these issues.

Achieving the Dream: Linda Hefferin & Sarah Dye

- The AtD Coaches will be on campus Thursday and Friday, October 6 and 7, 2011. The AtD Leader Co-Chairs, Sarah Dye, Phil Garber, Linda Hefferin, and Marcy Thompson, are in the process of establishing the two day agenda. There will be a new opportunity to participate for faculty, staff, and administrators during the coaches' visit. Watch for an email invitation to a Campus Discussion of a selected article during that visit from Dr. Sam next week. Lunch will be served during that event.

Alliance for College Readiness: Alison Douglas

- No report.

Amendments: Dan Kocher

- No report.
- Dye asked when we will have revised versions of constitution and bylaws.
- Kocher said they will be done by Monday.

Assessment Committee: Shawn Mikulay

- 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.

Communication Liaison: Gary Christenson

- No report.

COPE:**Ron Kowalczyk**

- No report.
- Dye said that an adjunct sent her a note asking about a political donation we made last year. This person looked up the donation in state election information and did not find it. Dye asked Kowalczyk to look into it and get back to her.

Curriculum:**Joe Rosenfeld**

- The Curriculum Committee met on September 2nd for the first time since January. The committee elected myself as Chair, and Leticia Starkov as vice chair.
- We were able to get through the agenda, but there remain many issues in the queue.
- There will be some changes made in the coming weeks both to the standard meeting agenda and to the standards that decide what does and what does not come to the committee.

Elections:**Bill Demaree**

- No report.

Faculty Development:**Beth Santell**

- Please review the email letters sent to both Full time and UAF-2 faculty with deadline dates and the new amount of \$3000.00 for individual proposals for UAF-2 for the 2011-12 Fiscal year.

FAVs**Rick Bonnom**

- No report.

GIST**David Burke**

- No report.

Grievance:**Howard Russo & Susan Ford**

- No report.

Honors:**Johanna Cummings**

- No report.

Humanities Center:**David Burke**

- No report.

Insurance**Lynn Ducar & Vicki Walker**

- No report.
- Dye said that we need two full-time faculty members to serve on the Insurance Committee. Interested faculty should let her know.

Learning Communities (Steering) Alison Douglas

- No report

MAGIC:**Kim Tarver & Clark Hallpike**

- Fall Meeting Schedule- MAGIC will meet in ICT 203- 8/29, 9/19, 10/3, 10/17, 11/7, 11/21, 12/5
- Meeting Learning Experiences- Shirley Bell, Joyce Fountain & Irina DelGenio shared impact of 3 different films at the first meeting.
- MAGIC Meeting Learning Experiences will follow the text, "Affirmative Action" by Tim Wise. Participant led study will be conducted throughout the semester.
- MAGIC Search Committee Rep Training- Dr. Sharon Baker will conduct a workshop for MAGIC Members willing to serve on search committees on September 19.
- MAGIC is supporting and/or providing the following experiences-
 - Latino Heritage Month: Alina Fernandez- Tuesday, September 20 ATC Auditorium, 11:00 to 1:00
 - Latino Heritage Month: Projecto 7- Thursday, September 22 The Hub, 6:00
 - Dinner Dialogue-The Color of Fear- Thursday, October 20 Volunteer Facilitators needed (CETL)
 - Writer's Center- Ariel Luckey, Free Land- November 15
 - The Glass Castle (October 1)
- MAGIC is exploring the following activities and seeking co-sponsorship with student groups
 - Film- Abused, The Postville Raids
 - Frederick Gooding- The Minority Reporter
- MAGIC is preparing a board report and newsletter
- Spring Activities being planned thus far-
 - Bam!
 - Dinner Dialogue
 - Chinese American Heritage Month- Battle Hymn of Tiger Mother (Dr. Baker), China Trip (Joyce Fountain & Clark Hallpike)

Membership:**Connie Orbeta**

- No report.

Negotiations:**Luis Martinez**

- No report.
- Martinez said he has only received five requests for contracts. He asked Senators to contact their constituents and let them know the contract is available.
- Carpenter said she could post something on the ECCFA Facebook page.

Scholarship:**Bev Augustine**

- No report.

Sentinel:**Bill Demaree**

- **Sentinel Dates for 2011-2012**

Due Date	Publication Date
Tues., 13 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**

- No report.

Social Media

Jessica Carpenter

- Since the last meeting the ECCFA Facebook sent out an email to all faculty encouraging them to follow the Facebook page. Items posted on the page included information on UAF2 professional development opportunities (coming soon for UAF-1), Project Backpack, the ECCFA picnic (with pictures!), ECC Weight Watchers, ATF union benefits, an article on trends in number of admin/staff versus faculty at colleges (with information about those numbers at ECC), and a news release from SURS about changes to retirement benefits in the near future.
- From 8/23 to 8/30 the page gained 14 active users, increased from 5 wall posts/comments to 20, and increased from 67 visits to 157 visits.

Strategic Planning Committee: Elizabeth McNulty & Phil Garber

- No report.

Summer ULI Reports

Lori Clark: At the end of July, early August, I attended the ULI training at Pheasant Run in St. Charles. I participated in the Union Leadership in Challenging Times. The course was very informative and was also a great motivator. For me, the best discussion was on community involvement. It was great to hear ideas from others at other schools, and I walked away with a lot of great ideas. I also walked away motivated to become more involved with ECCFA. I look forward to attending future ULI courses.

Webmaster:

Tammy Ray

- No report.

Special Orders:

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

1. **Assessment Committee (Eric Long, Chair):** Colleen Stribling (CABS)
 2. **Academic Policy Committee (Cindy Hutman, Interim Chair):** Joanne Bohne (HP); Mary Arndt (HP); Christina Gilleran (CABS – FA 2011 Sub for Jason Kane and SP 2012 Sub for Carol Szabo)
 3. **Academic Computing Committee (Dan Kocher, Co-Chair):** ~~Kelly Woyach (HP)~~
 4. **ECCFA Finance Committee (Linda Hefferin, Treasurer):** Susan Timm; Dave Packard; Ed Thomas
 5. **Spanish (FT) Teacher Search Committee (Mary Hatch, Dean):** Abraham Martinez-Cruz (Instructional Coordinator); Sara Baker; Donna Garcia; Josefana Aleman (serving as Content Expert only); (Elizabeth Hobson, MAGIC rep/not a faculty member)
 6. **Faculty Development Handbook Revision Committee:** Beth Santell, Lead; Celia Ramos (HP); Lynne Mayer (ADJ); **[Administrative Members assigned to Faculty Development:** Wendy Miller, Lead; Rick Mao; Kim Waggoner]
 7. **Tenure & Evaluation Handbook Revision Committee:** Gary Norden, Lead (SSCT); Luis Martinez (MSE); Dave Zacker (LVPA); **[Administrative Members assigned to Tenure and Evaluation:** Marcy Thompson, Lead; James McGee; Marilyn Prentice]
 8. **SRC 2nd floor Interiors Committee:** Bill Pelz (LVPA); Jim Dittus (CABS)
- Senators asked to discuss item number 6 on the consent agenda.
 - Luptak moved to treat numbers 1-5 and 7-8 as a consent agenda. Rezac seconded. Approved
 - Luptak moved to approve items 1-5 and 7-8. Bonnom seconded. Approved.
 - After discussion, Lawrence made the motion to revise the Faculty Development Handbook Revision Committee to replace Lynne Mayer with Marcia Luptak. Martinez seconded. Approved.

- Rezac made a motion to approve the committee as amended. Martinez seconded. Approved.

Old Business:

Webpage—

- Watson inquired when the new ECCFA website will be up.
- Dye said we were waiting on COPE to approve their page, but it is close to being done. She will check with Tammy Ray on the status.

Faculty Parking—

- Martinez said he has had a lot of faculty ask him about the possibility that faculty will have spots in the parking lot once construction was done. We were told it was a possibility.
- Dye said she will bring it up again.
- Martinez said that a couple of weeks ago, a faculty member had to go to the hospital for stitches. When he came back, he couldn't find a place to park. Because it was raining and the faculty member couldn't find a place to park, he had to park far away, and his wound got wet.
- Hutman said that the administration threatened to take the lot away before, and we threatened to file a grievance because it was a change in working conditions. She said we should tell them that we were willing to do without faculty parking during construction, but now that the construction is almost done, we should have a space or we will grieve it. She said it's time to get us back to our proper working conditions.
- Dye said she will bring it up with Dr. Sam. If the answer is no, she will have the Grievance Committee take the charge.

SRC Updates—

- Carpenter if there had been updates on the upper SRC post-construction issues that faculty had been having.
- Martinez said there have been comments made by faculty members who said they were fine over the summer, but now they are back in the building, they are having issues. He sent out an email to those in upper SRC to provide him information about health issues, so we can make a case. He said there had been informal discussions about having an independent contractor do testing of the building. However, he said he can't make a case if we don't have evidence. Once he has the reports and documentation, he will take it to the administration. If he doesn't get reports, it's difficult to make a case. If a faculty member is in upper SRC, encourage colleagues to contact him. If a faculty member doesn't feel comfortable releasing his or her name, Martinez said all he needs is symptoms and signs.

New Business:

Reminder: ***Senators: If not done already, please bring your \$20 to give to Dave Lawrence to help support the cost of treats at the Senate meeting for the 2011-2012 academic year.***

Senate Minutes

- Dye said some Senators have expressed concern over the level of detail in the Senate minutes. One Senator wondered if we are still comfortable with such detailed minutes because they become public once they are posted on the website. She said that according to *Robert's Rules of Order* minutes only need to reflect motions.
- O'Brien questioned what the ramifications are of detailed minutes.
- Hefferin said she thinks the extra detail is important. It allows us to go back and revisit things that might not be clear. There should be no retaliation for union business—that's illegal. She said if a Senator is concerned, he or she doesn't have to speak up.
- Martinez said as long as it takes place in this setting, visitors and Senators are protected, but he does understand the concern.
- Hutman said she went into great detail with the minutes because that was the only way she knew how to take minutes. Without that detail, we lose something. And there have been times where we have stated not to put something in the minutes.
- Kocher said we have also allowed people to rephrase things, if necessary.
- Arndt said she thought the minutes could be paraphrased better. She said she wasn't sure if it was important to write down everything everyone says.
- Dye said that if we are capable of recording something verbatim, she prefers that. She said she doesn't want someone paraphrasing her, unless she asks. She also said that we approve after the fact, which gives those who are concerned a chance to amend.

Amendments—

- Kocher said he was trying to create a chatroom for faculty in regards to the issues that were tabled on Opening Day. He said the committee would like to have a dialogue with faculty.
- Hutman suggested a D2L course that enrolled all union members. Then, a discussion board could be set up.
- Rezac said there could be some issues with D2L and privacy.

Division Issues

Adjournment:

- **Lawrence motioned to adjourn the September 7, 2011 meeting. Martinez seconded. Approved.**
- **Meeting adjourned at 4:20 pm**

Respectfully submitted by Lori Clark, ECCFA Secretary