



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



ECCFA Senate Minutes
Senate Meeting: Wednesday, February 15, 2012

Sarah Dye, president, presiding

Josefana Aleman
Mary Arndt
Rick Bonnom
Michele Brynelsen
Lori Clark
Linda Hefferin
Cindy Hutman
Dan Kocher
David Lawrence
Luis Martinez

John Mravik
Pat O'Brien
Chad Pearion
Miroslav Rezac
Joyce Ross
Julie Roth
Armando Trejo
Glenn Turner
Scott Vaszily
Cassandra Watson

Absent: Carl DeCarlo, Len Fitzpatrick, Joel Peck, Vince Pesavento, Howard Russo, Cathy Tomasik

Meeting called to order by Sarah Dye at 3:03

Secretary's Report: Lori Clark

- Pat O'Brien moved to approve the tabled minutes from January 18, 2012 Michele Brynelsen seconded. Approved with three abstentions
- O'Brien motioned to approve the corrected minutes from February 1, 2012. Brynelsen seconded. Approved with one abstention..

Treasurer's Report: Linda Hefferin

- Report accepted.

President's Report: Sarah Dye

- In a recent meeting with me, Dr. Sam asked for responses and concerns from senators about the new staff only parking areas instituted on campus. If you have any ideas, please send them to me so I can share them with the President. I already pointed out that there is still a lack of reserved parking in the ICT/UBC area and suggested how it might be addressed. The administration's concern with that is when the UBC hosts events for the public and how that might affect visitors finding parking spaces. He also inquired about any continuing problems with construction noise and disruptions; if there any such problems, please let me know via email when it happens with date, time, and specific building/room by number.
 - It was reported that there is no enforcement of staff-only parking in the lot at Building A.
 - Lawrence said that the police had said the lot isn't marked well enough to enforce.
 - Trejo said there are a lot of spots near the library that are mostly 30 minute parking that aren't being used. He suggested that some of those spots be made into regular spots for students or employees.

- Dye said she will bring these issues up with Dr. Sam.
- Looking for someone to fill the interiors committee for MSC Building.
- Recently HR sent an “Everyone” email indicating that the college was holding a Professional Development Day on March 16th and suggesting that all employees were required to attend. This was sent in error to faculty. The email cited a contract section but that referred only to the SSECCA contract and had nothing to do with ECCFA’s contract. The ECCFA had asked for a clarification email to be sent to faculty but since this has not occurred yet, this note should suffice to clarify the situation. Faculty members are invited by Phil Howard, SSECCA President, to attend any session that might be of interest though.
- COPE Chair Ron Kowalczyk has sent registered letters to endorsed candidate Lisboa to request a refund of the ECCFA Cope campaign donation which according to public record was not used during the candidate’s campaign. There has been no response to Professor Kowalczyk’s letters.
- **From Sandi Brown, HR Department:** Anyone with plans to serve on a Search Committee **must** complete the Workplace Answers online diversity training: Part I – Diversity Benefits and Part II – Respect & Inclusion: Uncovering Implicit Bias **prior** to participating in the selection process. **Regardless of whether you have previously completed ECC’s Instructor led diversity training, you will at this time need complete both online sessions in order to serve as a committee member.** To register for the **Workplace Answers online diversity training** contact: HRTrainingRegistration@elgin.edu

1st Vice President’s Report: Luis Martinez

- Martinez reported that interim negotiations are continuing.
- Hutman asked about people who did extra work last semester getting paid.
- Martinez said those people will be paid; it is in the works.
- Hutman said we were told not to submit the pay forms until the negotiations are finished.
- Martinez said he will get clarification for the next meeting.
- Hutman said she will go ahead and submit the paperwork to get paid.

2nd Vice President’s Report: Dan Kocher

- No report

3rd Vice President’s Report: Cassandra Watson

- No report

Committee Reports—

Academic Policy: Keith Lewis (and Jennifer McClure)

- Jennifer McClure, Marcy Thompson and Dawn Munson are beginning to meet weekly to discuss ways to improve the process of Information from APC to the cabinet. The whole committee did not meet in January.
- Hutman said the President’s cabinet keeps kicking back policies for minor things.
- Dye said she will discuss this issue with Dr. Sam.

Academic Technology: Dan Kocher & Mary Peterhans

- Kocher reported that the committee will be meeting on Friday, February 17.
- He said they plan to address electronic textbooks and iPads. They are also looking at a communication initiative for constituents.
- He said the committee needs a business adjunct and full-time health profession faculty members.
- An invite will be sent out to fill those vacancies on the committee.

Achieving the Dream: Linda Hefferin & Sarah Dye

- Achieving the Dream. Dr. Julie Phelps from Valencia College presented on supplement instruction on February 8. Workshops were well attended by faculty. The Math Taskforce continues to look at current curriculum issues in Math 096 & 098. In addition, a math verification process has been established to ensure students in Math 096 have the skills they need.
- Roger Ramey, Co-chair of the Student Success team, recently completed a *Summary of College Success Courses (excluding COL 101)* report. The next step: examine findings, make changes if needed due to overlap. Sara Baker, the Other Student Success Co-Chair, indicated that COL 101 classes for Fall 2012 are being scheduled. As a result of moving COL 101 to an academic division, regular classroom observations will be conducted.
 - Col 101 in transitions and development ed division.
 - That dean will be here on March 1.
- The Equity Action Team reported that at this point, twelve ½-day sessions have been conducted, co-facilitated by Bea Young Associates and ECC Equity Action Team Co-chairs, Sandi Brown and George Rosa and other ECC Cultural Competency facilitators. Member of the Board of Trustees and Dr. Sam have also completed the Cultural Competency Workshop.
- Academic Advising (Emerging Scholars) Co-Chairs Manuel Salgado and Amy Perrin continue meeting with their workgroup. They reported that Math 096 has the highest percentage of emerging scholars. This fall, 107 students were tracked as part of the Emerging Scholars program. Forty-four were successful (dev ed course = C grade or better) and 42 of the 44 registered for Spring 2012 semester. 63 were unsuccessful with 38 of them registering for spring 2012 semester. Successful students received a \$5 ECC Cafeteria gift card, a signed letter from Dr. Sam and a flyer with a listing of student success activities.

• Prepared by Linda Hefferin

Alliance for College Readiness: Alison Douglas

- The Alliance for College Readiness hosted 180 high school and college faculty, administration, and staff at its Winter Meeting on January 26th. The evening's discussion focused on the National Core Curriculum and the Common Core State Standards. Guest speakers included Doug Sovde and Allison Jones from the Achieve and the PARCC consortium as well as representatives from ICCB, ISBE, and IBHE. Alliance members gained valuable information about the content of the Common Core Curriculum, the timeline for implementation of the Common Assessments, and the impact of both on the state's College Readiness standards. Because "all of Illinois' public two- and four-year colleges and universities have committed to participate in PARCC, help develop the college-ready assessments, and, ultimately, use those assessments as one indicator of students' readiness for entry-level, credit-bearing college courses," the information provided at the general meeting as well as the smaller presentations to faculty and administrators will have long range importance to ECC, its feeder high school districts, and the state education system as a whole. Alliance teams are working to integrate the new standards into their curriculum alignment and professional development projects.

Amendments: Dan Kocher

- No report.

Assessment Committee: Eric Long

- SLAAC is launching a project to collect writing samples for measuring the writing general education outcome. Eric Long will bring full details to the next Senate meeting.
- SLAAC is beginning to reassess the current committee bylaws as the bylaws no longer adequately describe the role of the committee.

- By the end of the month, SLAAC is hoping to have new options for the Global Awareness outcome. Several groups under the ECCFA umbrella will be asked for feedback.
 - Martinez said that a colleague had a concern about privacy issues and the fact that students have to put their ID numbers on their essays so they can be potentially tracked.
 - Dye will check with Long about this issue.

BOT Finance Committee: **Linda Hefferin**

- No report.

CETL Workshops: **Carlen Vire-Smith**

- **57 Things You Need to Know About Hispanic/Latino Students! (Session# 1 of 3) (CFD 409-100)** Wed 2/15/2012 10 AM- Noon (Building C-120)
- **57 Things You Need to Know About Hispanic/Latino Students! (Session # 2 of 3) (CFD 409-101)** Thu 2/16/2012 1 PM- 3 PM (Building C-120)
- **Free and Inexpensive i-Pad Apps for the Classroom (CFD 200-101)** Fri 2/17/2012 10 AM- Noon (Building C-120)
- **Faculty Success Series #1 Classroom Visitation and Feedback (CFD 501-100)** Sat 2/18/2012 8:30 AM- 12:30 PM (Building C-120)

Communication Liaison: **Gary Christenson**

- No report.

COPE: **Ron Kowalczyk**

- No report.

Curriculum: **Joe Rosenfeld**

- No report

Distance Learning: **Billie Barnett**

- No report

Elections: **Bill Demaree**

- See item under New Business.

Equity Action: **George Rosa & Sandi Brown**

- No report.

Faculty Development: **Beth Santell**

- No report.

FAVs **Rick Bonnom**

- No report.

GIST **David Burke**

- No report.

Grievance: **Howard Russo & Susan Ford**

- No report

Honors: Johanna Cummings

- The Honors Committee will meet for the first time this semester on Monday, Feb. 13. Until that time, we have no report.

Humanities Center: David Burke

- No report.

IFT Community College Council Susan Ford, ECCFA representative

- No report.

Insurance Lynn Ducar & Vicki Walker

- No report.
- Adjuncts will be receiving information from Delta Dental, offering them an opportunity to buy coverage.
- One of the questions is if the brochures will also be in Spanish. Delta Dental does not have brochures in Spanish, but there is an informational number that will have Spanish-speaking representatives.

Learning Communities (Steering) Colleen Stribling

- The steering committee met on February 1st to complete final editing on a Learning Community Handbook designed to support faculty L/C pairings. Included in this document is a revised procedure on developing and gaining approval for new paired courses. The committee is also working on recruiting pairings for spring 2013. Interested faculty will be invited to “pitch” their ideas to the steering committee on March 7th (look for details on this in an upcoming e-mail).
- The Learning Community Steering Committee has organized a meeting on Wednesday March 7th from 2-3pm for current spring Learning Community instructors. This mid-semester check-in is offered to support current Learning Community pairings.
- **PLEASE NOTE:** For a listing of current Learning Community pairings, see www.elgin.edu/learningcommunity.

MAGIC: Kim Tarver & Clark Hallpike

- MAGIC will host an open meeting monthly, to be held the first Monday of each month, 3:00-4:30, ICT 203. The open meeting is reserved for dedicated learning experiences. Students, faculty, administrators, staff & community members are welcome.
- MAGIC members are invited to attend a planning meeting the 3rd Monday of each month. This meeting is closed to members planning and participating in specific initiatives.
- MAGIC is supporting and/or providing the following experiences during the remainder of the semester-
 - Black History Month Events
 - Freedom Riders, Feb. 15, 11:00-1:00 ATC Auditorium
 - Dinner Dialogue: The Way Home (Film by Shakti Butler) March 7, 5:30-8:30, UBC Dining Room (Co-sponsored by CETL)
 - Book Discussion: The Battle Hymn of the Tiger Mother, facilitated by Mi Hu & Sharon Baker, April 2, 3:00-4:30 ICT 203
 - Student Lock-In, Feb. 24
 - Embracing Culture’s on Campus Conference April 19, speaker Lee MunWah
- MAGIC is encouraging attendance at the following external events-
 - Peace on Earth Film Festival (Chicago), 2/23-26, peaceonearthfilmfestival.org
 - 2012 Midwest Institute for International/Intercultural Education Annual Conference St. Louis Community College, 3/30-3/31
 - “Develop Your World: International Education Summit 2012” at Harper College on **Friday**, in the Wojcik Conference Center, March 2
- Future event planning
 - Film- Abused, The Postville Raids
 - Frederick Gooding- The Minority Reporter

Membership: **Connie Orbeta**

As of 2/13/12:

- Full time faculty **100%**
 - **143 Members**
 - **143 eligible**
- UA1s **44%**
 - **76 Members**
 - **(94 non-members)**
 - **170 eligible**
- UA2s **90%**
 - **201 Members**
 - **(21 non-members)**
 - **222 eligible**
- INAs
 - **20**
 - **6 Members**
- **Total signed members 420-Spring 2012 (Fall 2011 – 426 members)**
- **Total 536 - Faculty eligible**

Negotiations: **Luis Martinez**

- No report.
- The committee is still working on the tenure and evaluations handbook.

Scholarship: **Bev Augustine**

- No report.

Sentinel: **Bill Demaree**

Due Date	Publication Date
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**

- No report.

Strategic Planning Committee: **Elizabeth McNulty & Phil Garber**

- No report.

Webmaster:**Tammy Ray**

- The entire contract is available on the ECCFA website, in both web and print formats. The site also includes feeds to the most recent posts on our Facebook page and blog. In addition, a listing of officers and senators, minutes of Senate meetings, and past and present issues of the Sentinel are some of the features you will find posted on the site. Visit <http://eccfaculty.org>.

Working Relations Task Force**Mary Arndt, Elizabeth Becker, John Slawson, Rachael Tecza**

- No report.
- Martinez said the consensus at the original meeting was that the task force would continue to meet with administration and board members, but no dates have been set.
- Dye said she had a phone meeting with Dr. Sam last week, and she told him the group was interested in having a document put together.

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

1. **Tenure Committee for Javier Coronado-Aliegro (Mary Hatch, Chair):** Abraham Martinez-Cruz; Alison Douglas; Kim Tarver
2. **UAF1 Senator:** Julie DeLong Roth
3. **Portal Communication Team (Sharon Wilson, Chair):** Jessica Carpenter
4. **Awards Committee:** Roger Ramey (still seeking 2 other faculty volunteers)

- Hutman moved to accept the above items as a consent agenda. Martinez seconded. Approved.
- Lawrence moved to approve the consent agenda items. Martinez seconded. Approved.

COPE

- Lawrence moved to adjust the order of the agenda in order to adjourn to COPE. Martinez seconded. Approved.
- Lawrence moved to adjourn to COPE. Hutman seconded. Approved.

COPE Bi-Laws—

- Kowalczyk said he had been asked to develop bi-laws for COPE. COPE had never had bi-laws until now. He said a large part of the bi-laws follow the model of AFT Wisconsin's COPE bi-laws.
 - Lawrence moved to accept the bi-laws for COPE. Rezac seconded. Approved.

Endorsement—

- Kowalczyk said that two letters have been sent to Robin Lisboa, the BOT candidate endorsed by ECCFA. According public documents, Lisboa's campaign did not use all of the monies given to her. The first letter was sent out last semester. A follow-up letter was sent in January. There has been no response from either letter. He reported that at this point, we can research our options to see what the Illinois Electoral Board would recommend. He said he was hoping to not have to go that route.
- Dye said there is one connection at ECC who could be approached about this issue.
- Martinez said he will contact this source.
- Kowalczyk said he will send out a third and final letter via certified mail with a return receipt before we take it to the next level.
- Lawrence moved to adjourn from COPE. Martinez seconded. Approved.

Old Business

- Seeking a new adjunct representative to serve on the **college-wide Insurance Committee** which next meets Fridays at the end of the month. The slot is to replace Vicki Walker whose schedule has changed this semester. For more information, contact Sarah Dye, Lynn Ducar, or Luis Martinez, the other ECCFA representatives to the committee. Please nominate someone (with permission) or nominate yourself as soon as possible for senate approval.
 -
- Also seeking a replacement for Mary Peterhans, who has a schedule conflict this semester, to serve as a representative from the BUS division on the **Academic Technology Committee**. The committee meets once a month on Friday mornings. Dan Kocher, co-chair of the committee, can share more specific information with you.

New Business

ECCFA April Elections (Bill Demaree)—

- New committee members have to be seated by May 2.
- The request for nominations will go out on March 19, and nominations will be open until April 5.
- Absentee voting will occur April 9-13.
- In-person elections will occur April 17 and 18.
- Run-off elections will be on April 24 and 25.
- Elections will probably occur in one of the conferences rooms in the library.

Senate Meeting Venue—

- Dye reported that we have the opportunity to change the Senate meeting site to Room C-120 in the library for the remainder of the semester.
- Martinez moved to change the venue of the meetings. Pearion seconded. Approved.
- Hefferin said it should be brought up that there is no easy way to get here because there is no handicapped accessibility. A person has to go outside to get to UBC from other parts of campus.
- Mravik said a lot of the handicapped accessible buttons to open doors are not the same height, which can be an issue.
- Ross recommended contacting Annabelle Rhoades.
- Dye said if Senators think of any other places that have issues to please contact her.

2012 Employee Awards Reception (Tammy Few, Chair):

- *Does Thursday, May 17, 2012 work for ECCFA? Seeking ~~three~~ two ECCFA members to serve on the Awards Committee. Please contact Sarah Dye ASAP to volunteer.*

Office Space Issue (Cindy Hutman)

- Hutman reported that a full-timer had a class in MPC on Tuesdays and Thursdays and wanted to have her office hours there on those days. She was told by a couple of the support staff to use the adjunct space. The full-time faculty member was upset and said she never would have done that if she'd known it would cause problems. She wishes she'd been given the background information from the beginning.
- The issue has been resolved. The faculty member understand that a precedent was in place and that we had fought for that space, and it should be respected that it is for adjunct faculty, and full-timers can't just take over. Hutman said this is an administrative problem, not a faculty issue.
- Dye said this topic was discussed at the Dean's meeting.

- Ross said there is an issue with the adjunct office in ICT 201. Faculty member have no way to meet with students except outside the room. Faculty member in the office are hearing things that shouldn't be heard beyond the teacher and the student. There is nowhere to talk with students in ICT 201.

Division Issues

Adjournment

- **Lawrence moved to adjourn the February 15, 2012 meeting. Arndt seconded. Approved. Meeting adjourned at 3:58 pm.**

Respectfully submitted by Lori Clark, ECCFA Secretary