



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



ECCFA Senate Meeting Minutes

Wednesday, August 22, 2012

3:00 PM – 5:00 PM

Room C-120

Call to Order:

Luis Martinez

Attendance by Roll Call

Present: Rick Bonnom, Michele Brynelsen, Lori Clark, Linda Hefferin, Dan Kocher, Marcia Luptak, Tim Marquez, Luis Martinez, Gary Norden, Pat O'Brien, Chad Pearion, Joel Peck, David Reich, Miroslav Rezac, Joyce Ross, Howard Russo, Kimberly Tarver, Armando Trejo, Glenn Turner, Cassandra Watson

Present after Roll Call: Cindy Hutman, John Mravik, Mary O'Sullivan, Julie Roth

Absent: Carl DiCarlo, David Lawrence, Loretta McAllister, Cathy Tomasik, Baudelaire Ulysse

Guests: Dr. Johanna Cummings

Recognition of Visitors & Guests:

Luis Martinez

Dr. Johanna Cummings- Honors

Thank you to the Senate; Honors is a formal program and is now implementing formal assessment processes; handout is a proposed student specific survey of the honors program experience & outcomes; this is a new addition to current and previous assessment which tracked performance/grades & graduation rates; ultimately would like to include assessment of faculty experiences.

Clarification & Questions:

- This student survey is based on a module of CSSSE; confirmed.
- Faculty participation is needed; goal is to offer a 2-year calendar; challenge to work with coordinators and scheduling.
- Is there administrative or dean commitment to prevent cancelling sections? Honors courses have a minimum of 8 students enrolled and if 8 minimum is not met, the class will be opened and revert to a regular section; the classes are capped and are smaller in size and caps are set by division.
- Is there funding? Budget supports extra-curricular and co-curricular experiences; tours and field trips are funded; external/out of class experiences are valued; often these experiences occur on weekends and average 50-60% participation.
- Relative to faculty experience- only honors students may enroll in an honors course but an instructor may make a seat available to non-honors program students at his/her discretion.
- Regarding master class size list → honors class size is reduced; concern is primarily related to cap size and not minimum. Should cap size be included in master list? Should Senate play a role in determining class size caps? Current practice relates to precedent and has not been challenged. MSE area is currently working on developing honors and setting caps.
- 115 students are currently enrolled in the honors program; they enter before their first semester.
- Who sees the survey? The honors committee exclusively will see the survey results. It is not used in any evaluative process. Concerns expressed relate to the nature of the survey as "faculty" evaluation and potential for others outside of the committee to access the survey results.

- Why not create a program survey versus course level survey? There is a program survey which uses the online survey monkey tool. The Senate is requesting a copy of the program survey. Johanna will send a copy of the survey to the Senate.

Secretary's Report:

Kimberly Tarver

Howard Russo moved to table approval of the August 15, 2012 Senate meeting minutes; Rick Bonnom seconded. Motion passed.

Treasurer's Report:

Linda Hefferin

Minimal changes have not been recorded. There is a Trade Council expense and a COPE reimbursement.

President's Report:

Luis Martinez

Note the streamlined agenda. Committees are still organizing at this time in the semester.

Summary of Key Points from Meeting with Dr. Sam-

- Parking lot challenges with designated staff lot impacting staff that have limited physical ability. Many parking violations have been observed discussion. Inattention and signage may contribute to problem. Suggestions include new signage, saw horses, and clarification on the map and communication with students by email. Report that possibly warnings will be issued for the next 2 weeks with tickets being issued after Labor Day by campus security.
- October 1-31 Employee Giving campaign
- Janelle Crowley shared with Luis new time frame for employee benefits enrollment. Open enrollment for all offerings will be extended over a full 6 weeks.

1st Vice President's Report:

Howard Russo

Chicago Teacher's Union is seeking financial support; member suggested the ECCFA consider donation; consensus to consider donation if/when an intent to strike is filed.

Unity Signs- Howard Russo will explore options to have high quality ECCFA Unity signs made in a union-shop and will report back to the senate.

2nd Vice President's Report:

Marcia Luptak

Written report submitted and included on agenda. After discussion, it is not recommended faculty accept an independent study "group"; independent learning is not instruction; compensation is \$75 per student per credit hour and NOT contact hour; please consult Howard Russo regarding any requests for independent study.

Part of the discussion included was: increasing cap on classes is at the instructor's discretion and not counted as load; each additional student adds on \$225.00 to the faculty member's compensation.

3rd Vice President's Report:

Cassandra Watson

Honors Committee

Written report submitted by Johanna Cummings and included with agenda. Johanna Cummings presented to the senate. Refer to Recognition of Guests and Visitors above.

Assessment Committee

Written report submitted by Eric Long and included with agenda. No further discussion.

FAVs

Written report submitted by Rick Bonnom and included with agenda. Thanks was extended to all who helped with Project Backpack and thanks to the ECCFA for generous donation; back packs distributed increased by 300 compared to last year.

FAV's is planning a food drive, considering a virtual food bank online with plans to provide both virtual and on site options; Luis Martinez encouraged support for FAVs.

Curriculum Committee

Written report submitted by Joe Rosenfeld and included with agenda. Discussion regarding procedural changes being implemented without Senate input; opening day issues relating to faculty representation on the committee; the senate will request Joe Rosenfeld attend a Senate meeting to discuss process and new guidelines.

Membership Committee

Written report submitted by Connie Orbeta.

Full time- decrease by 4 Full Time Faculty

143 UA1 with 58 members

234 UA2 with 204 members

Total signed members = 402

Total faculty eligible = 517

Special Orders considered as consent agenda

- Howard Russo moved the senate approve appointment to committees as follows; Miroslav Rezac seconded with John Mravik abstaining. The motion passed.

Senate Approval of the following:

- English Faculty Search Committee: Jeff Weisman (Instructional Coordinator), Jason Kane, Alison Douglas, Sarah Dye, Dennis Lynch, Clark Hallpike (MAGIC).
- Lori Clark as ECCFA's Communications Liaison
- Tara Leszczewicz to serve on the Wellness Committee
- Karen Friedberg and Rachael Tecza to serve on the Smoke Free Campus Committee
- Patrick Gordon to represent the Business division on the Curriculum Committee
- Janet Whitsitt to serve on the Health Insurance Committee
- Linda Hefferin & Roger Ramey to represent faculty on the search committee for the ECC Foundation Director of Major and Planned Giving
- Luis Martinez to serve on Employee Giving Campaign planning committee
- Mark Franzen to represent ABEC on Curriculum Committee
- Tim Kaar for Faculty Development Development
- Tina Ballard, Curriculum Committee & Cindy Hutman, Grievance Committee
- Jennifer Ellsworth, MSC to serve on Curriculum Committee
- Cassandra Watson, Grievance Committee
- Howard Russo moved; Miroslav Rezac seconded with John Mravik abstaining.

COPE- IFT expenses

Old Business:

- ECCFA Scholarship Endowment- \$3300 needed to endow; we must delay awarding scholarship in the spring due to ECC policy restrictions. Howard Russo moved to shift \$500 to ECCFA Scholarship to allow awarding 2-\$500 scholarships in the spring and deposit \$6500 into foundation endowment. Marcia Luptak seconded. The motion was approved.
- The senate requested Lori Clark prepare a press release regarding the endowment of the foundation scholarship; she will seek input prior to releasing.
- Elections and Committees- further discussion pending a master list from Bill Demaree.

- Online Voting- Luis Martinez reported Votenet costs \$1.50 per member per election; there may be other options; ongoing research.
- Unity Signs – refer to 1st Vice President Report.
- ECCFA Picnic- more than 100 faculty members are attending; guests are paid; Howard Russo made a motion to allocate up to \$200 for additional food purchase; Miroslav Rezac 2nd. The motion passed.

New Business

- Signing new members- there is considerable number of eligible members; Marcia Luptak and Connie Orbeta and Cassandra Watson are developing action plan; will seek assist with senators as needed; plan to report back at October meeting.
- Senators- Howard will send senators a list of each senator's constituents; upon receipt- please contact your constituents to initiate and maintain communication.
- Senator attendance at meetings has minimum expectations.
- Faculty development committee opening- UA1 is needed; UA2 may serve if not filled.
- Faculty wearing t-shirts or other identifying spirit wear in the community, particularly when volunteering; low cost options for t-shirts; discussion to sell and raise funds for philanthropic initiatives. Further exploration is desired.
- Conference- AFL-CIO in October; we can sponsor up to 3 members; 10/2-3-4 (weekdays) in Rosemont IL, looking for volunteers; must register by 9/2. Howard Russo will attend as member of Trade Council. Costs involved for housing only. A motion to approve up to 3 members of ECCFA to attend the AFL-CIO Conference in October 2013. Pat O'Brien made the motion. Dan Kocher seconded. Motion approved. Further discussion of additional potential expense may be needed.
- SURS Return to Work- retirees returning to teach should not meet the conditions addressed in legislation which set limits on rehiring retirees; this impacts 29 retirees; the Illinois law goes into effect next year; it may impact adjuncts who have activated SURS annuity differently than it does full time retirees who activate SURS annuity; this language applies to all SURS retirees returning to work.
- Question- Glenn Turner will be on sabbatical in spring 2013 and would like to have clarification regarding substitute. He will seek a permanent substitute for the spring 2013 semester.

Division Issues

- Concerns with Deans facilitating ECCFA business at division meetings, specifically committee recruitment; the Dean should leave the meeting when ECCFA business is discussed.
- Departmental meetings- "departments" don't officially exist, therefore, department meetings are voluntary; department meetings are required only if oversight or accrediting bodies require it.
- Early Alert Committee- Does this fulfill contractual directive to serve on committee?
- Armando Trejo described a scenario in which 2 temporary part-time reference librarians were hired and then transitioned to permanent part-time without MAGIC representation on the search committee. Clarification- Hiring committees are required for full time positions on the instructional side of institution.

Other

- Legal Compliance to post union information in every building where educational employees who are not members are working. Assignments as follows- A Luis Martinez, B Lori Clark, C Armando Trejo, D xxx, E xxx, F Cindy Hutman, G Gary Norden, H Howard Russo, I xxx, J xxx, K Marcia Luptak, L xxx, M xxx, N xxx, O Dan Kocher
- Future Orientation Sessions for part-time instructors: ECCFA will be allotted time to talk about union. Dan Kocher will draft some information.

Adjournment- Pat O'Brien moved to Adjourn, seconded by Cindy Hutman at 4:50 pm. Meeting adjourned.

Next Meeting: September 5, 2012 3:00-5:00 PM, C-120