



Wednesday, April 17, 2013

**SENATE MEETING MINUTES**  
3:00 PM – 5:00 PM, ROOM C-120

*Call to Order 3:05 PM - Luis Martinez, ECCFA President*

ROLL CALL

PRESENT

JESSICA CARPENTER, LORI CLARK, LINDA HEFFERIN, CINDY HUTMAN, DAN KOCHER, DAVE LAWRENCE, MARCIA LUPTAK, LUIS MARTINEZ, LORETTA MCCALLISTER, GARY NORDEN, PATRICIA O'BRIEN, MARY O'SULLIVAN, CHAD PEARION, JOEL PECK, DAVID REICH, MIROSLAV REZAC, JOYCE ROSS, JULIE ROTH, HOWARD RUSSO, KIMBERLY TARVER, ARMANDO TREJO, CASSANDRA WATSON, JESSICA WEDEMEYER, TAMMY RAY

ABSENT : RICK BONNOM, MICHELE BRYNELSEN, CATHY TOMASIK, TAMMY RAY

RECOGNITION OF VISITORS & GUESTS

REPORTS – Written Reports submitted are included at the end of the agenda.

SECRETARY'S REPORT: KIM TARVER

Pat O'Brien moved to approve the minutes. Cindy Hutman seconded. The motion passed with Howard Russo, Joel Peck, and Chad Pearion abstaining.

TREASURER'S REPORT: LINDA HEFFERIN

The Treasurer's report was accepted.

PRESIDENT'S REPORT: LUIS MARTINEZ

The Opening Day Committee met with Mark Healy and Luis Martinez in attendance. Judy Thommes was not able to attend. The administration proposed three speakers, each with expertise in the use of instructional technology. A discussion ensued regarding a process to involve stakeholders in identifying a topic and speaker. The committee decided to survey stakeholders to increase involvement as attendance has waned in recent years. The committee has not yet determined that there will be a speaker. Mark Healy will work with Jeff Julian to create the survey.

Regarding recent requests for specific faculty to serve on search committees, Article 2.9 relates to the process to request faculty representation on committees. The Senate recently voted to approve faculty to serve on a committee. The names were submitted to the Dean. The Dean thanked the Senate.

Accessibility issues- Dr. Sam has asked John Mravik for a list of barriers he encounters.

Thanks to folks that supported the ECCFA efforts with the recent Board of Trustee elections. Thank you very much. We are reviewing our efforts to better prepare for future elections. The results were not what we had

hoped. Please plan to return signs and they will be given to the candidates in the event they would like to use them in the future.

#### 1<sup>ST</sup> VICE PRESIDENT'S REPORT: HOWARD RUSSO

Recent efforts to recruit faculty to serve on committees and run for office have been disappointing. Luis Martinez reminded the group that committee service is a contractual obligation. Discussion included the number of committees, lack of representation on committees, and requests for the same faculty to serve on committees.

Given that June 30 falls on a Sunday, the Senate requested clarification of the due date for Annual Self Assessments. Howard will follow up with notification to the membership.

#### 2<sup>ND</sup> VICE PRESIDENT'S REPORT: MARCIA LUPTAK

Marcia thanked Cassandra Watson for organizing information for ECCFA elections. Marcia is working on adjunct information. She shared FAQs and received positive feedback. She has been working on lane movement questions and evaluation issues.

Submit any Faculty Development Proposals by April 29 for final review. Any submissions received after April 29 will be considered in the fall.

#### 3<sup>RD</sup> VICE PRESIDENT'S REPORT: CASSANDRA WATSON

Cassie shared concerns with Self Assessments and delayed access to student evaluations. Concerns of note include 1) delayed access, and 2) privacy and access to the evaluations. Cassie would like clarification of the process relating to student evaluations being returned to adjunct faculty.

Luis Martinez stated that UA1 self-assessments were due on April 15, if this is their triennial year. The Deans are very busy with Full-Time Faculty and UA2 triennial reviews and summary conferences, which must be completed by May 10. There is discussion about suggesting moving the date to June 30 versus April 15.

Cassie discussed sick bank and grievance representation. Each division has representation that includes a full-time faculty member, one UA1, and one UA2. She asked questions about the intent of FT and UA representation? Are UA's able to represent a division and not have a FT representative? If a UA wants to run, are there objections? It was agreed that positions are elected and if a division elects the candidate, the candidate is elected.

Cassie discussed the nominees being presented and addressed the gaps. If gaps are not filled, divisions will be expected to fill vacancies on opening day. Alternatively, recommendations may be made to the Senate for approval.

Faculty Development- submit by April 29 for final review; any late submissions will be considered in the fall.

COMMITTEE REPORTS - (refer to reports submitted included on the agenda)

## ELECTIONS & COMMITTEE OPENINGS

Sharon Baker requested Senate approval for Patrick Gordon and Marge Schilknecht to serve on the Student Retention Taskforce. No action taken as senate approval is not required to serve on this task force.

By electronic vote, Dan Kocher nominated Leticia Starkov, Dave Packard, and Roger Ramey to serve on the Search Committee for the Full Time Accounting Faculty Position. Dan Kocher nominated Glenn Mayer, Lori Davy and John Putz for the CIS FT faculty search committee. Marcia Luptak seconded the motion for nominees to both committees. The question was put to electronic vote. The motion passed.

Pat O'Brien moved to approve Clark Hallpike to serve on the Full Time Accounting Faculty Position search committee and Joyce Fountain to serve on the CIS FT faculty search committee. Howard Russo seconded the motion. The motion passed.

## COPE

Joyce Fountain spoke to Angela Causey following her election to the ECC BOT. In summary, ECCFA needs boots on the ground and more involvement from the faculty. A small number of faculty worked on the election effort. There was a follow up meeting on Tuesday to reflect and prepare for future campaigns. An accounting of the COPE balance was requested. General comments included the need to start earlier and limitations to timing that are unavoidable. It was stressed that ECCFA continue to support Nadia Daley and Elias Palacios in anticipation of future campaigns. The senate recognized Joyce Fountain's leadership and effort. Questions were raised concerning open meeting act compliance, BOT decision making processes, and the lack of information shared with the ECCFA membership. The ECCFA Senate is asked to consider methods of communication with membership and outreach to UA 1 & 2 members. Luis Martinez would like to pursue a speaker to address potential impact of the Affordable Care Act on adjunct faculty.

Kim shared an idea to set up time to talk to with constituents and will work with other senators who represent folks in building A.

## OLD BUSINESS

### NEW BUSINESS

- End of Semester Party is being planned for Thursday, May 16 at 4:30 p.m. Howard Russo moved to approve up to \$1000 for expenses. Pat O'Brien seconded the motion. Armando Trejo will confirm the location. Jessica Wedemeyer will create an electronic invitation.
- Cassie Watson suggested recognizing people and thanking them for their service. She also suggested people be thanked for agreeing to run for office or committee openings.
- Kim Tarver requested a substitute for the final meeting of the semester due to travel. Jessica Carpenter agreed to take minutes for the final meeting.
- Questions were asked about the summer ULI dates. Luis Martinez will confirm with IFT.

## DIVISION ISSUES

## ADJOURNMENT

Miroslav Rezac moved to adjourn. Dan Kocher seconded the motion. All in favor stood up. The motion passed.

NEXT MEETING: May 1, 3:00-5:00 PM, C120

## ECCFA IMPORTANT DATES FOR 2012-2013

### SPRING SEMESTER 2013

May 15, 2013(W) 3:00-5:00 PM Senate Meeting C-120

May 16, 2013 (R) Grading Day

(NOTE: Classes end W 5/15)

May 18, 2013 (S) Graduation

May 20, 2013 (M) 8:00 AM Grades due.

## REPORTS

### **President's Report- Luis Martinez**

- Opening day committee meeting: ECCFA representatives suggested more participation for faculty and staff in the process of selecting a key-note speaker and other activities for opening day. It was agreed to work on developing a survey to ask all stakeholders for their input on crafting the agenda and possible topics for keynote speakers.
- Article 2.9. It was discussed with the administration the interpretation and application of article 2.9, especially with regards to ECCFA members serving on committees. We asked that the administration will inform the deans on the enforcing of Article 2.9

### **1<sup>st</sup> Vice-President's Report- Howard Russo**

In light of the up coming elections, I wanted to address the faculty's responsibility for committee service (as this is required by the job description for full-time faculty and Unit adjuncts get paid \$25 per hour for college wide committees). As we know, the college has many committees, and it is getting harder to find people willing to serve. I'm not sure what the solution is, but we need people to serve on these committees. If we don't step up, the college has the right to appoint faculty to these committees.

On another note it's hard to believe that it is time again for negotiations, and we need people to serve on the negotiations team. I know it is a huge commitment, but it is a very rewarding experience. There are many issues that need to be addressed, and we need you to help protect our contract. We have a very detailed and comprehensive contract that needs to stay intact. The ECCFA needs people to help with this process at all levels. This is a group effort. Please consider being elected to the negotiations team. We Need to show our unity! IN UNITY

### **Faculty Development- Beth Santell**

Emails went out to all full time and UAF 1,2 and full time faculty for end of the fiscal year and semester application information.

Two semester and two summer sabbaticals were approved by the committee, and the board for the 2013-14 year.

### **Learning Communities- Colleen Stribling**

The Learning Community Steering Committee is currently accepting proposals for the spring 2014 semester. Anyone interested in teaching in an existing community or creating a new community should contact Colleen Stribling at (847) 214-6905 or any other member of the steering committee for information on the proposal process.

### **SLAAC- Eric Long**

- 1) SLAAC is continuing to work on various projects targeted towards improving faculty knowledge about Assessment
- 2) As we start to gear up for the next HLC visit, we are planning on using a few standardized tests to measure various general education outcomes next semester. The desire is that intrusion on any actual class time is minimal, and we plan to talk to any participating faculty members before summer so planning can be most efficient.

### **Wellness Committee- Dr. Tara Leszczewicz**

- Focusing on preparation for Employee Wellness Fair 4/30/13.
- Planning for Financial Wellness event 4/16/13.
- Wrapping up recent 30/21 Walking Challenge.
- Distribution of Healthwise Handbooks.