

Wednesday, August 28, 2013

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

Call to Order at 4:17 PM - Luis Martinez, ECCFA President

ROLL CALL

PRESENT: LAUREN ANDERKO, RICK BONNOM, MICHELE BRYNELSEN, JESSICA CARPENTER, MARY ELFRING, CINDY HUTMAN, DAN KOCHER, DAVID LAWRENCE, MARCIA LUPTAK, CHRISTINA MARROCCO, LUIS MARTINEZ, GARY NORDEN, PATRICIA O'BRIEN, MARY O'SULLIVAN, JOEL PECK, WARREN PETO, ROGER RAMEY, DAVID REICH, HOWARD RUSSO, ALISA SMITH-RIEL, ELEANOR SWANSON, KIMBERLY TARVER, BAUDELAIRE ULYSSE, SCOTT VASZILY, CASSANDRA WATSON, JESSICA WEDEMEYER, TAMMY RAY (WEB MASTER)

Absent: LORETTA MCCALLISTER, CATHY TOMASIK,

RECOGNITION OF VISITORS & GUESTS- JOYCE FOUNTAIN (COPE)

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

SECRETARY'S REPORT: KIM TARVER

Cassandra Watson moved to approve the minutes and Marcia Luptak seconded. The motion passed with Pat O'Brien, Cindy Hutman, Joel Peck, Gary Norden, Rick Bonnom, Jessica Wedemeyer, and Alisa Smith-Riel abstaining.

TREASURER'S REPORT: GARY NORDEN

The fiscal year is September 1st. The report does not reflect recent software purchase. A \$10,000 check was presented to the ECCFA Foundation Scholarship prior to September 1st which will require an adjustment to fiscal year 2014. Luis Martinez received a thank you letter from the ECC Foundation.

PRESIDENT'S REPORT: LUIS MARTINEZ

His first meeting with the President was yesterday. Dr. Sam would like to have 2 faculty members come to the platform during convocation to give a 10 minute presentation/teaching segment. Luis asked about emergency preparedness training opportunities (like those held on opening day). Dr. Sam will speak with Sandi Brown to ensure sessions are scheduled for faculty to participate. There is an impression that faculty could have attended on opening day. It was clear that sessions were in conflict with the Dean's meeting and Division meetings. Should our negotiation team accept meals from the college? (Dr. Sam has invited the team and offered to pay for the team's meals.) There was discussion that faculty involvement of provision of meals sends a supportive message to the team, the meals have been delightful and enjoyed by the team in the past; faculty are able to participate in the process in practical and meaningful ways; it is relationship building opportunity to provide meals. These comments were made to allay concerns that we are not refusing their generosity. There was concern about perception of quid pro quo or strings attached. Mary Elfring and Armando Trejo are coordinating the meals. There are no dietary restrictions except a possible aversion to mayonnaise.

1ST VICE PRESIDENT'S REPORT: HOWARD RUSSO

By the 10th day, ensure office hours and schedules are submitted to dean's office by Friday.

The team is meeting regularly; tonight there is a meeting of the two teams. The board team has 22 members. The ECCFA team has been meeting and working hard to be prepared. The 1st negotiations official meeting is September 11. There were questions and discussion relating to ensuring the best interests of all members are represented at the table. The UA membership has representation at the table and they are strong advocates for Unit Adjunct members. We have 13 people on the team; Howard Russo, Mary O'Sullivan, Pat Brutchin, Michele Brynelsen, Cassie Watson, Marcia Luptak, Jessica Carpenter, Ellie Swanson, Susan Timm, Sue Ford, Luis Martinez, Arturo Vazquez, Lori Clark, Lynette Scalucca. In comparison to other community colleges, our UA Faculty are well paid, \$3000 professional development, and no limit on hours as reported at other community colleges. There appears to be problem with communication and it is not well known what the ECCFA does for unit adjuncts and how they have benefitted. Senators are encouraged to take a leadership role in communicating the value of the ECCFA. The group was reminded that the last contract resulted in raises ONLY for Unit Adjunct members. The team and the ECCFA does care about Unit Adjuncts. We are ONE.

2ND VICE PRESIDENT'S REPORT: MARCIA LUPTAK

Regarding accepting extra students, the Master Course Table establishes a cap for every class. Faculty are asked to consider the impact of accepting extra students on opening or limiting sections and the overall impact on jobs and teaching opportunities for others. In addition, faculty are not additionally compensated for exceeding the cap and any offer to do so, either before or after the agreement to accept extra students would be considered individual bargaining and in violation of the contract.

A senator reported receiving an email from an ECC employee about the employee's son needing to get into a class. It is noted that the student's parent made the request to accept an extra student from the employee's ECC Outlook email account. Others reported similar instances of questionable behavior relating to classroom enrollment.

We are waiting for an updated list from Kristen Richmond. Marcia sent out a constituency list and she is looking to recruit additional UA2 Senators. She reported receiving 33 additional load requests for UA2s.

3RD VICE PRESIDENT'S REPORT: CASSANDRA WATSON

She is looking to recruit one additional UA1 senator. She has had multiple load requests.

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

ELECTIONS & COMMITTEE OPENINGS

Dave Lawrence moved to consider the tenure committee requests and position appointments as a consent agenda; Pat O'Brien seconded the motion and the motion passed. All approved.

Dave Lawrence moved to approve the tenure committee requests and position appointments to approve the consent agenda. Marcia Luptak seconded the motion and the motion passed.

Dr. James McGee requested approval for:

- a. Fred Vogt to replace Donna Garcia on Janet Whitsitt's tenure committee. Janet is in her third year.
- b. Miguel Chavez's Tenure Committee
Fred Vogt – instructional coordinator

- Luis Martinez – non-tenured faculty selection
- Ed Kroll – Dean’s selection
- c. Greg Wheaton’s Tenure Committee
 - Nicole Scherger – instructional coordinator
 - Dan Kernler – non-tenured faculty selection
 - Kenny Beynon – Dean’s selection

The following individuals have agreed to serve in stated positions pending approval-

2. Mary Arndt Health Professions Curriculum Committee
3. Tonisha Via to fulfill the remainder of Beth Santell's term on the Honors Committee.
4. Pat Brutchin, UA1 Representative for Negotiations
5. Jeanne Anderson for DLAC and Peer Mentor programs to replace Linda Hefferin.
6. Steve Trail to serve on Faculty Development Committee to replace Catherine Moushon for one semester.
7. Kelly Woyach to replace Maria Kazmi for the FY14 representing Health Professions on the Faculty Development Committee.

Remaining Openings for 2013-2014 (Cassandra Watson)

- 2 faculty members from BUS/SSCT to serve on the SLAAC (Assessment) Committee (can be full-time, UA2 or UA1)
- 1 faculty member from CABS to serve on the Curriculum Committee as Julie Roth moved (can be full-time, UA2 or UA1)
- 1 full-time faculty member from LVPA to serve on the Faculty Development Committee
- 1 faculty member from LVPA to serve on the Negotiation Team (preferably a full-timer)
- 3 UA2 faculty members to serve on the Senate
- 1 adjunct faculty member to serve on the Faculty Development Committee as Tara L left ECC (can be UA2 or UA1)
- 1 UA1 faculty member to serve on the Senate
- 1 UA1 faculty member to serve on the Sick Bank Committee

OLD BUSINESS

- ECCFA T-Shirts: a contact has been made with a Union Shop. We are looking at blue t-shirts with white lettering on front and back. We expect a quote by Friday. There was a request to consider a women’s cut t-shirt.

NEW BUSINESS

- United Way Day of Caring- Refer to the AccessECC announcement looking for volunteers.
- Dawn Munson IBHE FAC questioned reimbursement for travel and lodging. It is the ECCFA understanding that the institution will pay the expenses.
- Building B Classrooms during lunch hour are above Jobe Lounge and the noise interferes with classroom instruction.
- Christina Marrocco was moving to B 345. There is an odor that smells like urine and the entire carpet in one area is encrusted with dried urine. Housekeeping suggested pouring vinegar on the area. There is a refusal to replace the carpet and she has vacated and moved to B 268.
- Inquiries regarding when receipts of faculty appointments were sent out and received. This document is linked to payment initiation. Refer to the activation date to clarify when to expect first paycheck. There are

legal restrictions as the employee must be paid within a certain number of days. There is different linking for classes versus math labs.

DIVISION ISSUES

Quick Comment- Luis Martinez was asked to make opening remarks at the Latino Heritage Month Kick-Off Breakfast. He has agreed to speak on behalf of the ECC Family. After accepting, he learned that Dr. Sam will not be able to attend the breakfast.

ADJOURNMENT MOTION TO ADJOURN AT 4:17 PM

NEXT MEETING: September 11, 2013, 3:00-5:00 PM, C120

ECCFA Important Dates for 2013 Fall Semester

September 2, Labor Day, No Classes
September 11, ECCFA Senate, Library C-120, 3:00-5:00 PM
September 25, ECCFA Senate, Library C-120, 3:00-5:00 PM
October 9, ECCFA Senate, Library C-120, 3:00-5:00 PM
October 23, ECCFA Senate, Library C-120, 3:00-5:00 PM
November 6, ECCFA Senate, Library C-120, 3:00-5:00 PM
November 20, ECCFA Senate, Library C-120, 3:00-5:00 PM
November 28, Thanksgiving Holiday
December 4, ECCFA Senate, Library C-120, 3:00-5:00 PM
(Note: Classes End Thursday, December 12)
December 13, Grading Day & Graduation
December 16, Grades Due by 8:00 AM

Midterm Dates & Withdrawal Dates: elgin.edu/withdraw

COMMITTEE REPORTS

2ND VICE PRESIDENT'S REPORT: MARCIA LUPTAK

- additional student requests by Dean
- additional student requests by admin/staff/faculty
- need more Senators (4)
- constituency lists ready and sent
- 33 additional load requests this semester (MSE 10, SSCT 7, LVPA, 5, ABEC 4, DEV 3, HP 3, CABS 1); some received as early as March (MSE) and as late as the first week of class (SSCT/DEV).

3RD VICE PRESIDENT'S REPORT: CASSANDRA WATSON

Welcome back to everyone! Reminder that office hours need to be held from the beginning of the semester on. Office hours are calculated at 1.25 hours for every 3 credit hours of load. By the 10th day of classes, you need to report your selected office hour times to your dean's office so they have the record. Please don't hesitate to contact me or either of the UA1 senators if you have any questions or concerns. Have a great semester!

College Readiness Report (Alison Douglas)

The Alliance for College Readiness will hold its first of three annual large group meetings on Thursday, Sept. 19 from 4:00 – 6:30 in the Seigle Auditorium. At that time, the Alliance membership will share the successes of the summer and make plans for continued college readiness work in the 2012-2013 school year. The Alliance Goals for 2013-2014 include:

- Data Sharing
- Connecting the Common Core and College Success
- The Middle School Connection/Connecting the Ed. Pipeline
- Creating a College-going Culture
- Parent Communications

The Alliance Teams will begin meeting at the end of August and will continue meeting throughout the school year. To date, the teams have set their work focus in line with the Alliance goals, as follows:

- Literacy Team: focus on assessment and Common Core (starting with Literacy workshop to be held at ECC August 30 and September 10)
- Math Team: Professional development and implementation of the collaboratively-developed 4th Year High School Math Course (piloted this school year in 3 high schools with over 300 high school seniors)
- STEPS Team (student services): Continue to offer workshops for students (college knowledge) and for parents (how-to's of FAFSA, etc)
- Science Team: finalize sliding rubric for evaluating writing in science courses grades 6-13
- Data Team: Continued study of National Clearinghouse and local data to better understand the successes and challenges of our students
- ELL Team: Continued focus on easing the transition to college for ELL students; focus on Common Core implications for ELL students

This collaborative effort between the high schools and ECC is in its 7th year, and we are grateful for the creative energy which has allowed District 509 to increase the college readiness of our students. Alliance membership is always shifting as faculty responsibilities and assignments change; therefore, we are *always* looking for ECC and high school faculty who are interested in participating on Alliance Teams.

Faculty Development (Marcia Luptak)

\$3000 available to adjuncts (UA2/UA1) for 2013-2014 fiscal year

Membership Report (Marcia Luptak)

(not fully accurate as some of the information received from Kristen incorrect)

FT 139/140 99%

INA 24 (some late start classes/ late assignments)

UA1 64/143 (-5) 45% (17 additions; some not teaching?)

UA2 177/251 (+10) 71% (16 additions; some retirements)

ECCFA PICNIC Report (Sue Ford)

Saturday, August 24, 2013

93 Faculty and retirees responded—49 yes; 44 no.

45—FT

34—UA2

10—UA1

4—RET

This shows that there is genuine and significant interest in the event. The “no” responses were due to conflicting plans. We should, if we want to sponsor this again, make and announce the plans before the end of the spring semester. (Attendance in the past when we have done this was significantly higher. Since

2008, attendance has been 60 to 70 faculty and their families annually.) We may also want to look at the possibility of earlier dates.

The BYOE format worked well—there was plenty of yummy food for everyone! (This faculty can cook!)

Of the 49 yes respondents, 34 faculty and their families—53 adults and 15 kids--enjoyed a great—and gorgeous—day together. Unfortunately, 15 others were no-shows—a total of 20 adults and 5 kids.

ECCFA Budget \$300.00

Expenses

Tent	\$140.00
Piñata	81.66
Paper & Misc.	<u>58.48</u>
	280.14

(With an expected 93 people, that came to 3.01 per person.)

(We do have some paper products to store.)

Thank you to Rachael Stewart and Steve Ford (my work horse of a hubby!) for their much appreciated help in getting everything ready and to Howard Russo for the loan of some tables. My mom, Carol Thompson, again served as “official greeter”. She loves getting to chat with everyone! Gary Norden, Rick Bonnom, Dave Reich, Baudelaire Ulysse, and Steve policed the area at the end of the day. And a final thanks to Steve Ford, Rachael Stewart, Linda Hefferin, , Gary Norden, for tent and furniture breakdown and yard restoration Sunday morning.

Sentinel (Lori Clark)

The deadline for submissions is September 12 for the September 16 issue.