

Wednesday, November 6, 2013

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

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

ROLL CALL

PRESENT: LAUREN ANDERKO, RICK BONNOM, MICHELE BRYNELSEN, JESSICA CARPENTER, DAN KOCHER, DAVID LAWRENCE, MARCIA LUPTAK, CHRISTINA MARROCCO, LUIS MARTINEZ, PATRICIA O'BRIEN, , WARREN PETO, ROGER RAMEY, HOWARD RUSSO, , ELEANOR SWANSON, KIMBERLY TARVER, BAUDELAIRE ULYSSE, SCOTT VASZILY, CASSANDRA WATSON, , TAMMY RAY (WEB MASTER)

ABSENT: GARY NORDEN, DAVID REICH, MARY O'SULLIVAN, JOEL PECK, JESSICA WEDEMAYER, ALISA SMITH-RIEL, LORETTA MCCALLISTER, MARY ELFRING CINDY HUTMAN

RECOGNITION OF VISITORS & GUESTS

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

**SECRETARY'S REPORT: KIMBERLY TARVER**

APPROVAL OF MINUTES

Cassandra Watson moved and Pat O'Brien seconded the motion to approve the minutes. Scott Vaszily requested correction to reflect that he was present. The minutes as amended were approved with Rick Bonnom and Christina Marrocco abstaining.

Tammy Ray created letterhead, memorandum and notecard templates. Kim distributed a sample for information.

**TREASURER'S REPORT: GARY NORDEN**

Report accepted.

**PRESIDENT'S REPORT: LUIS MARTINEZ**

During his meeting with Dr. Sam, they discussed an e-mail from Sandi Brown regarding emergency preparedness offerings on Mondays-Thursdays from 12-1 and additional offerings on Fridays. The time is inconvenient for faculty. The senate suggests 5:00 pm sessions for adjunct faculty, consider a Saturday option, multiple options to include early morning and late afternoon, and an online option similar to the mandated reporter format. Comments were made about a need for posters and instructions for fire and natural disasters. Comment was made about Halloween costumes and toy gun accessories and being alert to potential risk and reporting. Fire drill scheduling is complex and would be beneficial to have notice before the semester starts.

Luis will be gone for 2 weeks due to family health issues. Howard will serve as president in Luis' absence.

Please submit the IFT "A Better Illinois" petition signature pages to Luis ASAP.

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

Sue Ford submitted the Grievance Committee report. There has been resolution of some matters. Negotiations are going along smoothly and making some progress. The team has been meeting extensively to prepare for sessions. We have a great team!

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

No report

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

NO REPORT

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

Regarding the Grievance Committee report, Luis pointed out the need to involve the Grievance Committee with questionable situations. Comply and then contact grievance committee with the exception of immediate safety issues. Insubordination can result in dismissal.

Eric Long delivered copies of the SLAAC report to the senate. An electronic copy will be included in the minutes.

### **Elections and Committees**

- 1) Dr. Mao requests senate approval for an English faculty search committee: Jeff Weisman, Alison Douglas, Rachael Steward, and Jason Kane. It was approved by electronic vote.
- 2) Senate approval requested for Armando Trejo to serve as the MAGIC rep for the Registration Specialist II search committee.

Pat O'Brien moved & Cassandra Watson seconded to approve Armando Trejo to serve as MAGIC rep for the Registration Specialist II search committee. The motion passed.

### **OLD BUSINESS**

1. Dues for Unit Adjunct Faculty who teach at multiple institutions. There is a discount if both institutions are IFT. Unfortunately, adjunct faculty will need to pay dues to both unions if the institutions are both IFT and IEA. Links to both IFT and IEA sites indicate which institutions are affiliated with each union in the state of Illinois.
  - a. <http://www.ieanea.org/about/local-association-websites/>
  - b. <http://www.ift-aft.org/AboutIFT/LocalLinks.aspx>Questions about procedure to get the discount: contact Marcia Luptak and Cassandra Watson if this applies to you. They will collaborate with Gary Norden.
2. Luis Martinez received a question from Marcy Thompson as to why the faculty did not give input to the proposed academic calendar for 2015-2016. Under contract Section 4.15, we should respond. Faculty questioned whether or not the proposed academic calendar was sent out for review. Luis will look into this matter.

### **NEW BUSINESS**

Kimberly Tarver- Founder's Day Celebration (sponsor table and/or students). Kimberly requested the senate consider purchasing a table and sponsoring students to attend the event on February 16. Roger Ramey reported that COPE purchases a table. Howard Russo moved to approve purchase of a table for 8 at

\$600 per table. The motion was seconded by Pat O'Brien. It was suggested that a lottery be held during the opening day luncheon to identify members to attend the event. The motion passed.

Senate meeting schedule for the spring semester will be included at the end of the minutes. We will reserve January 8 meeting time, if needed.

Luis needs a volunteer to order food for the opening day luncheon. The meeting is currently scheduled for 90 minutes. Luis is requesting an additional 15 minutes. Michele Brynelsen will coordinate the luncheon. Please let her know if there are food allergies or special needs. Pat O'Brien volunteered to assist Michele Brynelsen with coordination.

End of the Semester Party and/or Contract Settlement Party- The semester ends on the 13<sup>th</sup>. We previously discussed having the party on December 6. It was moved by Howard Russo and seconded by Dan Kocher to hold the party on December 6. The motion passed. Rick Bonnom will coordinate with Armando Trejo to begin planning.

#### **DIVISION ISSUES**

None reported.

**ADJOURNMENT:** IT WAS MOVED TO ADJOURN AT 4:15 BY HOWARD RUSSO AND SECONDED BY ROGER RAMEY. THE MOTION PASSED AND THE MEETING WAS ADJOURNED.

**NEXT MEETING: November 20, 2013**

#### **ECCFA Important Dates**

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*  
*January 9, 2014 Opening Day and ECCFA All Faculty Meeting & Luncheon*  
*January 10, 2014 New Student Convocation*  
January 15, 2014, ECCFA Senate Meeting, Library C-120, 3:00-5:00 PM  
*January 20, 2014, Martin Luther King Day, all facilities closed.*  
January 29, 2014, ECCFA Senate Meeting, Library C-120, 3:00-5:00 PM  
February 12, 2014, ECCFA Senate Meeting, Library C-120, 3:00-5:00 PM  
*February 17, 2014, Presidents' Day, all facilities closed.*  
February 26, 2014, ECCFA Senate Meeting, Library C-120, 3:00-5:00 PM  
March 12, 2014, ECCFA Senate Meeting, Library C-120, 3:00-5:00 PM  
*March 24-March 30, Spring Recess, all facilities closed.*  
April 2, 2014, ECCFA Senate Meeting, Library C-120, 3:00-5:00 PM  
April 16, 2014, ECCFA Senate Meeting, Library C-120, 3:00-5:00 PM  
April 30, 2014, ECCFA Senate Meeting, Library C-120, 3:00-5:00 PM  
May 14, 2014, ECCFA Senate Meeting, Library C-120, 3:00-5:00 PM  
*May 15, 2014, Semester Ends*  
*May 16, 2014 ESL/GED Graduation*  
*May 17, 2014, Commencement*

## **COMMITTEE REPORTS**

### **Curriculum Committee (Joe Rosenfeld)**

Courses with the prefix, SPH will be changed to CMS to reflect the department name change to Communication Studies. Prerequisite change for BIO 112 was approved. Minutes are available on the enet.

### **Learning Community Report – Colleen Stribling**

The Steering Committee is currently accepting proposals for the fall 2014 semester. The deadline is December 1<sup>st</sup>. 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.

### **Grievance Committee Report (Sue Ford)**

Grievance Committee Report  
November 4, 2013

We have filed for arbitration on a termination matter. The College's lawyer and our IFT rep are working on securing an arbitrator. This is our first request for arbitration in many years.

By the time of the senate meeting, we will have, hopefully, settled an individual bargaining grievance and filed another one for a load problem.

To have filed only 3 grievances so far since July (we work on the fiscal/academic calendar) is happily unusual. Recently, most often as problems and even contract violations have occurred, we have been able to settle them through meetings and discussions. That is ideally how it should work!

#### **REMINDERS :**

- Please report any suspected contract violation immediately. We have only 30 school days from the “incident” to file a grievance.
- Be sure to obey the orders of a superior even if you believe it is a contract violation. We can grieve it after the fact, if necessary. Insubordination can result in very serious discipline!
- If something seems to be going wrong, and you're not sure if there is a contract violation at work, first, READ THE CONTRACT; find the section you think may be violated. If you are still not sure, contact a member of the Grievance Committee.
- If you are called to a meeting that may result in discipline, please contact President Luis Martinez, Howard Russo—1<sup>st</sup> VP Fulltime, Marcia Luptak—2<sup>nd</sup> VP UAI, Cassandra Watson—3<sup>rd</sup> VP UAI, your senator, or a member of the Grievance Committee immediately. Your Weingarten Rights entitle you to union representation. You do not have to go to such a meeting alone.

### **MAGIC Committee Report (Kimberly Tarver & Clark Hallpike)**

This semester has included MAGIC co-sponsoring Dolores Huerta for Latino Heritage Month, Bill Ayers, and Defamation, The Play. The dinner dialogue, Colorblind- Rethinking Race, offered credit through CETL. Conversation topics have included “35 Dumb Things Well Intended People Say” (Cullen), “Why are all the Black Kids Sitting Together in the Cafeteria?” (Tatum), and “Precious Knowledge- Ethnic Studies Under Attack (Dos Vatos). Our final conversation topics include “The New Jim Crow- Mass Incarceration in the Age of Colorblindness” (Alexander) and a student panel discussion.

MAGIC is planning spring semester activities, collaborating with Black History Month committee and other student groups. We are also working on developing committee bylaws. Just a reminder, membership is open to the entire campus and community members. Events and activities are open to all.

### **SLAAC Report (Eric Long)**

- CAAP General Education results are in. After analyzing the data, a full report will be released in the Spring 2014 semester. Thank you to all faculty that participated.
- SLAAC is working on training videos to help teach faculty members about assessment from a general/theoretical perspective. The videos are short, and file sizes small enough to email. SLAAC is hoping that over time we can create a repository of resources for faculty. SLAAC is also currently building a repository of rubrics to help faculty assess the general education outcomes. In short, the committee is attempting to develop more extensive faculty resources.
- SLAAC will once again be asking for writing samples. This project is a continuation of the project we did in Spring 2012. Look for the initial email to be sent on 11/7.
- The Critical Thinking General Education Learning Outcome is currently being researched and we will decide how the outcome can be updated. A critical thinking assessment project will be designed next semester.
- No changes were made to the Global Awareness / Diversity General Education Outcome. Some changes were proposed, but the committee voted down all changes.