



SENATE MEETING MINUTES
SEPTEMBER 17, 2014
3:00 PM – 5:00 PM, ROOM C-120

Call to Order 3:05 PM – Luis Martinez President

ROLL CALL:

Elizabeth Becker, Heidi Brelsford, Jessica Carpenter, Mary Elfring, Diane Flahaven, Sue Ford, Clark Hallpike, , Jennifer Jeschke, Terri Martin, Christina Marrocco, Loretta McCallister, Luis Martinez, Dawn Munson, Patricia O'Brien, Mary O'Sullivan, Joel Peck, Warren Peto, Roger Ramey, Joyce Ross, Howard Russo, Danielle Straub, Eleanor Swanson, Kimberly Tarver, Scott Vaszily, Joyce Fountain, Tammy Ray

ABSENT:

Liddy Hope, Patrick Gordon, Maria Kazmi

RECOGNITION OF VISITORS & GUESTS

Luis Martinez introduced Katherine Sawyer to discuss the ECC Foundation RFE Mini Grant Program

The Foundation has set aside unrestricted funds for an internal mini-grant program targeting all faculty this year with innovations to help student success. The Resources for Excellence Mini-Grant program will make \$10,000 available and will award the monies on a competitive basis. Proposals require the academic dean and TLSD vice president approval before it goes before the committee. The applications are due October 15. Funds will be available in the spring semester. Successive funding is eligible for 3 years. The handout will be shared electronically. Faculty will have a GL account and the college will seek reimbursement from the foundation. What happens to dollars allocated that are not spent? In some cases, a continuance may be granted.

Regarding the ECC Foundation, members requested clarification of scholarships for students who are undocumented. Katherine noted that there are very few scholarships that require documentation. Changes to the process including the application being available at all times except closing during winter break. Communication of awards is faster. There were instances of students who did not enroll and those dollars are being re-awarded. They are working with John Karnatz, Spartan Consulting class to improve the process. Are there emergency funds available? Greg Robinson and team facilitate access. If a student needs a book, send them to student services.

REPORTS –

SECRETARY'S REPORT: KIM TARVER- APPROVAL OF MINUTES OF SEPTEMBER 3, 2014 MEETING

Pat O'Brien moved to approve the minutes and Roger Ramey seconded the motion. The motion passed. Joel Peck and Dawn Munson, and Jennifer Jeschke abstained.

Updates to Senate Membership: Heidi Brelsford was elected to 3rd Vice President. Baudelaire Ulysse submitted a letter of resignation.

TREASURER'S REPORT: ROGER RAMEY

The audit is complete and everything is in order. Appreciation is extended to Roger Ramey, Gary Norden, Cindy Hutman, and Renae Ziwinski.

PRESIDENT'S REPORT: LUIS MARTINEZ

He met with Dr. Sam regarding a variety of issues. On the matter of safety, Dr. Sam acknowledged the guidelines are outdated and he requested a group of faculty and administrators to work together to develop guidelines.

BOT Meeting- election of officers was repeated to ensure legal process.

1ST VICE PRESIDENT'S REPORT: JESSICA CARPENTER

She met with Michele Brynelsen who reported that Nursing Program contracts are now current. She met with Annabelle Rhoades to clarify testing center processes. Test may be submitted on paper although the preference is electronic. They will print it as needed. Approximately 60% of faculty are using D2L and the test on D2L can be shared with the testing center to access a specific exam. Question: What is happening to the electronic copies? Security issue concerns exist. Further clarification is pending.

Safety Issues Handout: the tone has been modified. It can serve as a guideline. Pat O'Brien moved and Elizabeth Becker seconded a motion to send the handout to administration for their review. The motion passed.

Howard reported that calling 911 from a classroom phone did not go through. Safety training directs us to call 911. There is confusion as to whether or not calls from classrooms are internal or go to Elgin Emergency Services.

Thumb locks on classroom doors? There seems to be inconsistency regarding thumb locks on classroom doors.

2ND VICE PRESIDENT'S REPORT: SUE FORD

Baudelaire Ulysse resigned from the senate, therefore, the constituent list requires modification. We need 2 more UA1 senators and we need 3 more UA2 senators.

3RD VICE PRESIDENT'S REPORT: HEIDI BRELSFORD

She is working with Sue Ford.

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

Negotiations- (Howard Russo) Wellness Professional matters remain unsettled. Faculty report that they are being consulted for guidance. Faculty Tenure & Evaluation Handbook negotiations are ongoing but nearing conclusion. Discussion of setting a deadline to avoid negotiating into December. In addition, faculty have been recruited to assist with developing a form to evaluate online instruction.

Grievance- (Sue Ford)- There is a grievance relating to special shoes required for specific skills. A grievance involving the library has been denied and the committee will continue to pursue the matter. There is an issue regarding professional meeting approval.

ELECTIONS & COMMITTEE REQUESTS

Note: Items 1, 2, 4, and 5 may be considered as a consent agenda.

Item # 3 was withdrawn by Dean Wendy Miller.

Item # 5 was modified to include Armando Trejo as MAGIC rep.

Pat O'Brien moved and Jessica Carpenter seconded a motion to consider items 1, 2,4, and 5 (as modified) as a consent agenda. The motion passed. Howard Russo and Pat O'Brien moved and seconded a motion to approve the consent agenda. The motion passed.

- 1) Faculty Tenure & Evaluation Handbook Online Course Evaluation Task Force: Tim Kaar, Cindy Hutman, Tammy Ray
- 2) Dr. Mao is requesting approval for REVISED English Faculty Search Committee. Christina Marrocco, Lori Clark, Rachael Stewart, Michele Roman, and MAGIC Rep: Kimberly Tarver
- 3) ~~Dr. Wendy Miller is requesting approval for David Martin (Radiography) tenure committee: Angelika Stachnik (Faculty Choice), Linda Wallace (Dean's Choice), David Carillo (Coordinator's Choice). Coordinator is Debra Letizio~~
- 4) Dr. Wendy Miller is requesting approval for Diane Simeth (Nursing) tenure committee: Lisa West (Faculty Choice), Donna Garcia (Dean's Choice), Maureen Gramiak (Coordinator's Choice). Coordinator is Ann Amaefule
- 5) Dean Mary Hatch is requesting members to serve on a search committee for a Full Time Spanish Instructor. David Carillo and Sara Baker have agreed to serve. Armando Trejo: MAGIC Rep
- 6) Dr. McGee is requesting 3 members to participate on the Student Pathways Workgroup. Carl D'Carlo and Cindy Hutman have volunteered to serve. Recall that Mary Hatch, Dr. Mao and Dr. McGee attended senate and are following up requesting participation. We do need one more person. The current pathways courses did not all run and it was reported that students were not all aware that they were in pathways courses. Dawn Munson reported that the IBHE will dedicate an entire meeting to the topic this weekend. There are currently no pathway courses scheduled for spring 2015. The senate requests they hold their request for 2 weeks pending information from IBHE.

OLD BUSINESS

- 1) Leticia Starkov, Curriculum Committee Chair, requested one member from CTDE and one member from MSE. (Curriculum meets 12-1 1st and 3rd Friday) CTDE are CABS.
- 2) Fair Share Posting Status- Luis will request 50 from Lynnette.
- 3) It was reported that Full Time Faculty in Graphic Design do not have keys to the adjunct faculty offices.

NEW BUSINESS

- 1) Arbitration Costs- A hearing is scheduled for October 2, 9:00 am. It interferes with grievance committee member's teaching schedule. The union should pay the costs of time missed. Option are to request the college pay the member and the ECCFA will reimburse the college for work missed, or the ECCFA reimburses the faculty member. The impact of options will be considered.

DIVISION ISSUES

Adjournment: Mary Elfring moved and Howard Russo seconded a motion to adjourn at 5:12 p.m.

NEXT MEETING: October 1, 2014

ECCFA Important Dates 2014 Fall Semester

Wednesday, October 1, ECCFA Meeting 3:00-5:00, C-120
Wednesday, October 15, ECCFA Meeting 3:00-5:00, C-120
Wednesday, October 29, ECCFA Meeting 3:00-5:00, C-120
Wednesday, November 12, ECCFA Meeting 3:00-5:00, C-120
Wednesday, November 26, ECCFA Meeting 3:00-5:00, C-120
Wednesday, December 10, ECCFA Meeting 3:00-5:00, C-120
Thursday, December 11, ***Semester Ends***
Friday, December 12, *Grading Day & Graduation*
Monday, December 15, Grades DUE

2015 SPRING SEMESTER

Thursday, January 8, Convocation & Opening Day All Faculty Meeting
Monday, January 12, Classes Begin
Wednesday, January 14, ECCFA Meeting 3:00-5:00, C-120
Wednesday, January 28, ECCFA Meeting 3:00-5:00, C-120
Wednesday, February 11, ECCFA Meeting 3:00-5:00, C-120
Wednesday, February 25, ECCFA Meeting 3:00-5:00, C-120
Wednesday, March 11, ECCFA Meeting 3:00-5:00, C-120
Monday, March 23- Sunday, March 29, Spring Break
Wednesday, April 1, ECCFA Meeting 3:00-5:00, C-120
Wednesday, April 15, ECCFA Meeting 3:00-5:00, C-120
Wednesday, April 29, ECCFA Meeting 3:00-5:00, C-120
Wednesday, May 13, ECCFA Meeting 3:00-5:00, C-120
Wednesday, May 13, ***Semester Ends***
Thursday, May 14, *Grading Day*
Friday, May 15, *GED Graduation*
Saturday, May 16, *Graduation*