



SENATE MEETING MINUTES
NOVEMBER 12 2014
3:00 PM – 5:00 PM, ROOM C-120

Call to Order at 3:05 by 1st VP Jessica Carpenter

ROLL CALL:

Elizabeth Becker, Heidi Brelsford, Jessica Carpenter, Diane Flahaven, Sue Ford, Patrick Gordon, Maria Kazmi, Terri Martin, Loretta McCallister (late arrival), Luis Martinez (late arrival), Patricia O'Brien, Mary O'Sullivan, Joel Peck, Warren Peto, Joyce Ross (late arrival), Howard Russo, Eleanor Swanson, Kimberly Tarver,

Absent: Mary Elfring, Clark Hallpike, Liddy Hope, Jennifer Jeschke, Christina Marrocco, Dawn Munson, Roger Ramey, Danielle Straub, Scott Vaszily

RECOGNITION OF VISITORS & GUESTS

REPORTS –

SECRETARY'S REPORT: KIMBERLY TARVER- APPROVAL OF MINUTES OF OCTOBER 29, 2014 MEETING

Kimberly reported correspondence received from Rep. Anna Moeller thanking the ECCFA Committee on Political Education for their recent support. Pat O'Brien moved, and Elizabeth Becker seconded the motion to approve the minutes with spelling corrections. The motion passed.

TREASURER'S REPORT: ROGER RAMEY

No changes since the last meeting. The report was accepted.

PRESIDENT'S REPORT: LUIS MARTINEZ

Luis is not present yet; Kimberly Tarver presented his report and shared that a meeting has been scheduled in January to address concerns with materials blocking windows on office doors. This is problematic for drills and emergency situations.

1ST VICE PRESIDENT'S REPORT: JESSICA CARPENTER

Academic Calendar Update- Concerns shared with VP Rose DiGerlando regarding the breaks impacting the summer semester. Moving forward; attempts to make modifications to the proposed calendar are in process, but they are restricted by the numbers of days required.

Wellness positions have been offered to two candidates; one person starts this Monday (Angela Ogburn). The second candidate declined the position and no further information is available regarding the search.

Safety policy input will go to the Academic Policy Committee.

2ND VICE PRESIDENT'S REPORT: SUE FORD

ESL Assessment Update- The questions relating to evaluation of instruction were removed; the issue is resolved.

Fire Science issue related to sick days will likely go forward. She will be meeting with Dr. McGee next week regarding multiple issues. There is a complication related to awarding the UA2 sabbatical that will require a signed memorandum.

Honors course deadlines soon; no need to reapply if currently teaching an honors course.

Special pay delays? Delays in special payments have been occurring with increased frequency. Faculty are requested to inform the ECCFA if a delay in special payment is occurring.

3RD VICE PRESIDENT'S REPORT: HEIDI BRELSFORD

UA1 potential senator may not be able to commit due to new opportunity.

COMMITTEE REPORTS -

Negotiations- (Howard Russo)

Extra-contractual chart item is being reviewed.

Grievance- (Sue Ford)

Health Professions matter regarding load is in process.

Fire Science faculty files are still missing. Meeting with Associate Dean is scheduled.

COPE (Joyce Fountain)

Howard Russo moved and Patrick Gordon seconded the motion to adjourn to COPE. The motion passed. COPE Raffle: Some winners chose to donate their prize to the Spartan Food Bank. Others discussed supporting the coat drive. COPE Raffle for GOTV Volunteers: drawing winners are \$25 Howard Russo (Spartan Food Bank), \$25 Sue Ford, \$50 Howard Russo (Spartan Food Bank), \$50 Marge Schildknecht (Spartan Food Bank), \$75 Kimberly Tarver, \$75 Danielle Straub, \$100 Diane Flahavan (NIFB), \$100 Luis Martinez.

Elizabeth Becker moved, and Pat O'Brien seconded a motion to adjourn from COPE. The motion passed.

ELECTIONS & COMMITTEE REQUESTS

OPENINGS REMAIN-

- 1. GIST Curriculum Subcommittee.** Clark Hallpike has requested two faculty members to serve on the committee.
- 2. First Year Programs Task Force.** Amybeth Maurer requested faculty to serve. The taskforce will meet every other Thursday, 2:30 – 4 pm in B166. The following are dates of upcoming meetings. November 6, 20, December 4, 18, January 15, 29, February 12, 26, March 12, April 9, 23, May 7, 21. **Ho On Choi** (ESL/UA1) has been approved to serve; additional members are needed.

OLD BUSINESS

1) FAV's (Rick Bonnom)

Kimberly Tarver reported for Rick Bonnom that the Coat Drive continues. (Thanks to Pat O'Brien and Student Life for assistance!) Coats, hats, scarves, mittens, snow pants and winter outerwear will be donated to Community Crisis Center. Jessica Carpenter reported that FaceBook has been updated to solicit donations for the Coat Drive.

Spartan Food Bank- Rick is requesting 7 additional boxes. Collections will begin after Thanksgiving and continue through December 19. They are requesting non-perishable food and cash donations. The senate directs Rick to purchase 5 more boxes in addition to two additional boxes in Luis' office.

2) End of Semester Party Update- Armando Trejo will be out of town and unable to coordinate the party. Luis Martinez sent a request to faculty for assistance. Heidi Brelsford and Scott Vaszily are looking at Elgin Public House. The date has been set for December 5 at 4:00 PM. We estimate 100 people. The goal is to send out an email e-vite next week. Howard Russo moved and Jessica Carpenter seconded a motion to approve up to \$1250 for the party expenses. The motion passed.

3) ULI Training Final List of Attendees include Kristen Campbell, Patrick Gordon, Jessica Carpenter, Luis Martinez, Ellie Swanson

NEW BUSINESS

- 1) The next Senate meeting is scheduled the Wednesday before Thanksgiving.
- 2) Maria Kazmi is retiring and reports that her teaching position will be filled by 3 temporary adjunct faculty and expressed her concerns.

DIVISION ISSUES

Faculty members have been asked to develop syllabus templates. The math department has developed a guide. Any templates or guides are simply recommendations and are not required.

Patrick Gordon reported a MOOC is being developed for financial aid that is not related to credit.

Dean Gregory Robinson sent out a Complaint Procedure to selected faculty members to review. Faculty members are not aware of the process to send out the procedure for review at random; the request for faculty review should come to senate. When the Academic Policy Committee was restructured, VP Rose DiGerlando ensured us that faculty will have opportunity for input. Further consultation is needed to clarify how participating faculty are selected and the role that ECCFA plays in approving faculty participation.

Adjournment:

A motion to adjourn was made by Howard Russo and seconded by Sue Ford at 4:07 PM. The motion passed.

NEXT MEETING: Wednesday, November 26, ECCFA Meeting 3:00-5:00, C-120

ECCFA Important Dates 2014 Fall Semester

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*