



SENATE MEETING MINUTES
JANUARY 28, 2015
3:00 PM – 5:00 PM, ROOM C-120

Call to Order at 3:05: Luis Martinez

ROLL CALL:

Heidi Brelsford, Jessica Carpenter, Diane Flahaven, Sue Ford, Patrick Gordon, Clark Hallpike, Terri Martin, Loretta McCallister, Luis Martinez, Christina Marrocco, Patricia O'Brien, Joel Peck, Warren Peto, Roger Ramey, Joyce Ross, Howard Russo, Eleanor Swanson, Kimberly Tarver, Scott Vaszily COPE: Joyce Fountain, Web Master: Tammy Ray

Absent: Elizabeth Becker, Mary Elfring, Liddy Hope, Jennifer Jeschke, Dawn Munson, Mary O'Sullivan, Danielle Straub

MODIFICATION OF AGENDA

Luis Martinez recommended appointing Tammy Ray to serve as UA2 Senator. Howard Russo moved and Pat O'Brien seconded. Motion passed.

RECOGNITION OF VISITORS & GUESTS

Baudelaire Ulysse- Textbooks (10 Minutes)- addressed the issue of textbook costs; as an example, his textbook initially cost the student \$70 and now has increased to \$199.00; he inquired at the bookstore; he contacted publisher at Cengage and engaged in negotiation price; they did reduce the price and student cost was reduced to \$93.00. He suggests the costs are prohibitive to students. Might faculty be interested in forming task force to address the cost of textbooks? Sue Ford suggested talking to former coordinators in English department, as they have negotiated book costs in the past. Discussion ensued regarding used books and students purchasing books from alternate sources. It is important to note that faculty may be able to negotiate with publishers. There is question about bookstore mark up as the bookstore is a profit center. Baudelaire shared his success that resulted in some students being refunded. He asked the senate to address this issue. Are faculty aware of their ability to negotiate with publishers? Customized textbooks are less expensive but resale option is limited. Is this something to address with SSI as access to textbooks is related to student success? Next steps might include a conversation with instructional coordinators and determine a path to SSI. Identify some folks to serve on this committee to plan. Patrick Gordon volunteered. Let faculty know the price of texts may be negotiable as a minimum action step.

REPORTS –

SECRETARY'S REPORT: KIM TARVER- APPROVAL OF MINUTES OF JANUARY 14, 2015 MEETING

Pat O'Brien moved and Roger Ramey seconded a motion to approve the minutes. Motion passed with 4 abstentions.

TREASURER'S REPORT: ROGER RAMEY

PRESIDENT'S REPORT: LUIS MARTINEZ

Faculty Evaluation and Tenure Handbook review is nearing completion. A sub-committee is working on the on-line evaluation. Sue Ford moved to approve an extension for completion by spring break. Howard Russo seconded the motion. The motion passed.

1ST VICE PRESIDENT'S REPORT: JESSICA CARPENTER

Spreadsheet Update- work is continuing

Requested list of folks who have completed diversity training.

Maintenance of spreadsheet will require working with elections.

2ND VICE PRESIDENT'S REPORT: SUE FORD

She compared excess load to past semesters; there is nothing remarkable. FAQs for the website will be updated.

Mary Elfring is doing fantastic job as membership chairperson and noted an increase in numbers of members signed.

3RD VICE PRESIDENT'S REPORT: HEIDI BRELSFORD

Contacted all unsigned UAs and she is working with Mary Elfring to increase signatures on file.

COMMITTEE REPORTS -

Negotiations- (Howard Russo) – Professional expense account matter has been resolved. It will continue “as is” until the next contract negotiation. Any changes will require renegotiation.

Grievance- (Sue Ford) –Matter relating to requesting lesson plan for pre-visitation conference; matter relating to UA2 year-long sabbatical stipend is being addressed; hybrid course development compensation.

COPE (Joyce Fountain)- Howard moved to adjourn to COPE and Pat O'Brien seconded the motion. 2 seats, 3 candidates; 2 incumbents and 1 new candidate for ECC Board of Trustees. Does the ECCFA want to sponsor a forum? Goetz & Redmer are running as incumbents; plan to talk with all 3 candidates. We may invite them to an upcoming senate meeting. Partner with SSECCA and Student Government to discuss forum options. Move to adjourn made and seconded by Howard Russo & Pat O'Brien.

ELECTIONS & COMMITTEE REQUESTS

OLD BUSINESS

1. College Wide Smoking Ban: Faculty Parking Lots- 3 parking lots are allowed for in-vehicle smoking and only 1 staff lot. Enforcement issues require limiting the number of lots. There is an open forum on Friday morning. There is a special email set up for policy questions and concerns. Breaking this new rule results in fines of \$25, \$50, \$ 75, and then \$100 fines on every infraction. An email should be sent to faculty to encourage comments to the dedicated email address regarding concerns with fines. There will be cessation program options. For students, they will offer programs that range from one-on-one and support groups.
2. 27 versus 26 pay periods in 2015 and longevity step- he sent an email to Janelle Crowley requesting a meeting with Ellie Swanson and Luis Martinez.

NEW BUSINESS

1. Online Course Evaluations- Other institutions report that students are completing evaluations for the wrong faculty. Changes under consideration will include faculty names.
2. Affordable Care Act: Impact on Adjunct Faculty- The law limits 30 hours AVERAGE over 9 months so there should not be an impact. ACA should not impact voluntary overload. There is confusion.
3. National Adjunct Walk-Out Day on February 25 being organized by Faculty Forward (Labor Organization). ECCFA is under a contract. Participating in this action is in violation of the contract and is illegal. Note that this effort is targeted at non-unionized adjunct faculty. "The New Faculty Majority" is also making strides in this area. "Low Pay is Not OK" is also working to organize adjunct faculty.
4. Board of Trustees Candidate Forum; Elections April 7, 2015- Discussed under COPE.
5. Founder's Day Brunch- ECCFA has been invited to the free Alumni Reception, however, the Foundation Brunch is not free. Howard Russo & Sue Ford moved and seconded to adjourn to COPE. Howard Russo moved to approve \$600 for the Founder's Day Brunch and Roger Ramey seconded the motion. The motion passed. Howard Russo and Jessica Carpenter moved to adjourn from COPE. The motion passed.
6. Christina Marrocco noted that the Tenure Committee request for Erica Vega was not submitted. No request has been received.
7. Mary Hatch requested Travis Linville, Sara Baker, Javier Aliegro-Coronado to serve on Ignacio Alvarez Garcia's tenure committee. Move to table by Howard Russo and seconded by Pat O'Brien. The motion was tabled to clarify Sara Baker's ability to serve as she is on sabbatical.
8. May 14, 2015 dedicated to the End of the Semester Party- Heidi Brelsford moved and Howard Russo seconded the motion to hold end of semester party on May 14, 2015. The motion passed.

DIVISION ISSUES

1. Mobile cart with laptops unable to access the internet for class activities. Wireless access continues to be a problem in H314.

Adjournment:

Move to adjourn by Howard Russo & Roger Ramey at 4:55 pm.

NEXT MEETING: Wednesday, February 11, ECCFA Meeting 3:00-5:00, C-120

2015 SPRING SEMESTER

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*

Committee Reports

Academic Policy Committee (Dawn Munson)

The following were approved at the January 21, 2015 Cabinet meeting:

- 3.405 Drug Testing of Truck Driving Program Students
- 3.601/4.601 Communicable Diseases and/or Life Threatening Illnesses (this was reviewed in collaboration with Janelle Crowley)
- 4.101 College Admission
- 4.407 Academic Integrity
- 8.103 Minimum Requirements for Appointment to Faculty

FALL 2014 CURRICULUM COMMITTEE APPROVALS

Effective: Summer 2015

NEW COURSES (12)

1. ART 117 Screen Printing
2. ART 124 Darkroom Photography II
3. ART 217 Glass Fusing II
4. CDN 217 Freelance Principles and Practice
5. ECE 201 Field Experience I & Seminar
6. ECE 202 Field Experience II & Seminar
7. FMV 201 Field Experience I & Seminar
8. FMV 202 Field Experience II & Seminar
9. HSG 151 Rules and Regulations
10. HUS 200 Pre-Field Experience
11. MTH 250 Differential Equations
12. MUS 297 Independent Study in Music

COURSE REVISIONS (78)

1. ACC 100 Introductory Accounting I – Title (to Introductory Accounting), Textbooks, Outline and Outcomes
2. ACC 101 Financial Accounting – Course Number (to ACC 200), Prerequisite, Description, Outline and Outcomes
3. ACC 105 Managerial Accounting – Course Number (to ACC 240), Prerequisite, Description, Textbook, Outline and Outcomes
4. ACC 106 Cost Accounting – Course Number (to ACC 245), Prerequisite, Description, Textbook, Outline and Outcomes
5. ACC 108 Intermediate Accounting I – Course Number (to ACC 235), Prerequisite, Textbook, Outline and Outcomes
6. ACC 109 Intermediate Accounting II – Course Number (to ACC 236), Prerequisite, Textbook, Outline and Outcomes
7. ACC 112 Income Tax Accounting – Course Number (to ACC 225), Prerequisite, Description, Outline and Outcomes
8. ACC 130 Internship in Financial Accounting – Course Number, Title (to ACC 260 Internship in Accounting), Prerequisite, Description, Outline and Outcomes
9. ACC 202 QuickBooks I – Prerequisite, Proficiency, Textbook, Outline and Outcomes
10. ACC 203 Excel for Financial Accounting – Prerequisite, Textbook, Outline and Outcomes
11. ACC 204 QuickBooks II – Prerequisite, Proficiency, Textbook, Outline and Outcomes
12. ACC 205 Excel for Managerial Accounting – Prerequisite, Description, Proficiency, Textbook, Outline and Outcomes
13. ACC 212 TurboTax for Individual Taxation – Prerequisite, Textbook, Outline and Outcomes

14. ACC 221 Payroll Accounting – Prerequisite, Proficiency, Outline and Outcomes
15. ACC 261 Auditing – Prerequisite, Textbook, Outline and Outcomes
16. ART 120 Introduction to B&W Photography – Title
17. ART 216 Glass Fusing – Title (Glass Fusing I), Lab and Lecture Hours
18. CDN 101 2D Design – Title (to Introduction to 2D-Design) and Prerequisite
19. CDN 223 ePublishing Design – Title (to Digital Publishing)
20. CIS 112 Computers in Education – Title (to Instructional Technology in Education), Description, Outline, Outcomes and Teaching Qualifications
21. DEA 106 Dental Aseptic Techniques – Credit and Lab Hours
22. DEA 111 Dental Assisting II – Lecture and Lab Hours
23. DEA 118 Dental Materials II – Credit and Lecture Hours
24. DEA 119 Dental Records and Communications – Credit and Lab Hours
25. DEA 120 Chairside Dental Assisting I – Lecture and Lab Hours
26. DEA 123 Clinical Practice I – Credit Hours and Proficiency Credit
27. DEA 124 Clinical Practice II – Credit Hours, Lab Hours and Proficiency Credit
28. ECE 204 Students with Disabilities in School – Title (to Exceptional Individual), Description/Special Note, Outline, Outcomes and Teaching Qualifications
29. ECN 101 Basic Economics – Title (to Fundamentals of Economics), Prerequisite, Description, Proficiency, Textbooks, Outline, Outcomes and Teaching Qualifications
30. ECN 102 Principles of Macroeconomics – Number (to ECN 202), Prerequisite, Description, Outline and Teaching Qualifications
31. ECN 103 Principles of Microeconomics – Number (to ECN 201), Description, Outline and Teaching Qualifications
32. EDN 100 Introduction to Education – Course Description, Outline and Outcomes
33. EDN 204 Students with Disabilities in School – Title (to /Exceptional Individual), Description, Outline and Outcomes
34. ENG 109 Expository Writing – Prerequisite and Outcomes
35. ENG 110 Creative Writing – Prerequisite and Outcomes
36. ENG 110 Creative Writing – Description, Textbooks, Outline, Outcomes and Teaching Qualifications
37. ENG 210 Fiction Writing – Repeat Status, Description, Textbooks, Outline, Outcomes and Teaching Qualifications
38. ENG 210 Fiction Writing – Prerequisite and Outcomes
39. ENG 211 Playwriting – Prerequisite
40. ENG 212 Poetry Writing – Prerequisite
41. ENG 212 Poetry Writing – Repeat Status, Description, Textbooks, Outline, Outcomes and Teaching Qualifications
42. ENG 213 Literary Non-Fiction – Prerequisite and Outcomes
43. FLR 101 Elementary Russian – Prefix (RSN 101), Textbooks, Outcomes, and Outline
44. FMV 110 Family Violence Regulations – Course Number (to FMV 151), Description, Textbook, Outline, Outcomes and Teaching Qualifications
45. HUS 106 Experiential Learning in Human Services – Prefix (to HSG 106), Textbooks, Outline and Outcomes and Teaching Qualifications
46. HUS 125 Special Populations – Prefix (to HSG 125), Description, Textbooks, Outline, Outcomes and Teaching Qualifications
47. HUS 201 Field Experience I & Seminar – Prefix (to HSG 201), Credit/Lecture Hours, Prerequisite, Description, Textbooks, Outline and Outcomes and Teaching Qualifications
48. HUS 202 Field Experience II & Seminar – Prefix (to HSG 202), Credit/Lecture Hours, Prerequisite, Description, Textbooks, Outline and Outcomes and Teaching Qualifications
49. HUS 203 Behavior Management – Prefix/Number (to HSG 223), Description, Outline, Outcomes and Teaching Qualifications
50. HUS 210 Working with Families – Prefix (to HSG 210), Outline, Outcomes and Teaching Qualifications

51. HUS 211 Behavior Problems – Prefix (to HSG 211), PCS/CIP, Description, Outline, Outcomes and Teaching Qualifications
52. HUS 213 Crisis Intervention – Prefix (to HSG 213), Outline, Outcomes and Teaching Qualifications
53. HUS 215 Basic Substance Abuse & Treatment – Prefix (to HSG 215), Description, Textbooks, Outline and Teaching Qualifications
54. HUS 253 Topics in Human Services – Prefix (to HSG 253), Description, Textbooks, Outline, Outcomes and Teaching Qualifications
55. LIT 225 Children’s Literature- to course description, outline, textbooks, methods of instruction
56. MAS 110 Theory & Fundamentals of Massage – Prerequisite and Textbooks
57. MAS 115 Wellness Concepts – Prerequisite
58. MAS 120 A & P for Massage Therapists I – Prerequisite, Proficiency and Textbooks
59. MAS 125 Musculoskeletal Palpation I – Credit/Lecture Hours and Prerequisite
60. MAS 130 Basic Massage and Bodywork – Prerequisite, Textbooks and Outcomes
61. MAS 250 Business for Massage Therapists – Description, Textbooks, Outline and Outcomes
62. MUS 112 Elgin Chorale Union Chamber Ensemble: Title (to Elgin Master Chorale)
63. OAT 210 Virtual Assistant Procedures – Prerequisite
64. PAS 102 Baking I – Prerequisite and Outline
65. PAS 104 Yeast Bread – Prerequisite
66. PAS 180 Baking II – Prerequisite
67. PAS 204 Decorative Pastry – Prerequisite
68. PAS 280 Advanced Pastry – Prerequisite
69. PSY 211 Educational Psychology – Prerequisite, Description, Outline, Outcomes and Teaching Qualifications
70. SOC 215 Social Psychology – Prerequisite and Outline
71. SPN 101 Elementary Spanish I – Prerequisite, Textbooks and Outline
72. SUB 110 Rules and Regulations – Course Number (to SUB 151), Description, Textbooks, Outline, Outcomes and Teaching Qualifications
73. SUB 201 Field Experience I & Seminar – Lecture/Lab Hours, Prerequisite, Description, Textbooks, Outline and Outcomes and Teaching Qualifications
74. SUB 202 Field Experience II & Seminar – Lecture/Lab Hours, Prerequisite, Description, Textbooks, Outline and Outcomes and Teaching Qualifications
75. SUB 215 Basic Substance Abuse & Treatment – Course Description, Textbooks and Outline
76. WEL 112 Applied Welding Theory – Prerequisite and Proficiency Credit
77. WEL 113 Welding Power Sources and Setup – Prerequisite
78. WEL 234 Special Topics in Welding – Credit, Lecture-Lab Hours, Repeatability, Prerequisites

WITHDRAWN COURSES (42)

1. ACC 110 Intermediate Accounting III
2. ACC 134 Internship in Managerial Accounting
3. ACC 138 Internship in Tax Accounting
4. ACC 280 Financial Statement Analysis
5. ART 116 Color Theory Design
6. ART 218 Glass Blowing
7. ATP 101 Professional Pilot Private Rating
8. ATP 102 Professional Pilot Instr. Rating
9. ATP 103 Pilot Adv. Equipment & Navigation
10. ATP 201 Professional Pilot Comm. Rating
11. ATP 202 Professional Pilot Multi-Engine
12. ATP 216 Certified Flight Instructor (CFIA)
13. ATP 217 Flight Instructor Instrument (CFIIA)
14. ATP 218 Flight Instr Multi-Eng (CFIMEL)
15. AVN 101 Pilot Ground Instruction
16. AVN 111 Commercial Pilot

17. AVN 121 Instrument Pilot
18. CDN 100 Design Principles/Drawing Techniques
19. ECE 205 Behavior Management
20. ECE 206 Group Leadership Skills
21. GSD 140 Guided Career/Life Transitions
22. HUS 206 Group Leadership Skills
23. INS 275 Arabic I
24. INS 276 Arabic II
25. PEM 111 Introduction to Physical Education
26. PEM 160 Foundations of Physical Education
27. PEM 230 Practicum in Physical Education
28. PHC 116 Beginning Volleyball
29. PHC 118 Beginning Basketball
30. PHC 120 Beginning Soccer
31. PHC 169 Recreational Sports
32. PHM 103 Basketball
33. PHM 104 Advanced Basketball
34. PHM 183 Weight Training
35. PHR 105 Conference Seminar-Health Education
36. PHR 220 Introduction to Community Health
37. SOC 219 Honors Seminar in Sociology
38. SUB 102 Principles & Prac. of Human Services
39. SUB 203 Field Experience III & Seminar
40. SUB 205 Introduction to Group Processes
41. WEL 235 Special Topics in Welding
42. WEL 236 Special Topics in Welding

Informational Only (12)

1. COL 101 College 101: Student Success – Course Description
2. EDN 205 Introduction to Group Processes – Special Note, Outline and Outcomes
3. ENG 102 English Composition II – Textbooks, Outline and Outcomes
4. HUS 102 Principles & Prac. of Human Services – Special Note, Textbooks, Outline, Outcomes and Teaching Qualifications
5. HUS 110 Issues in Human Services – Special Note, Semesters Offered, Outline, Outcomes and Teaching Qualifications
6. HUS 205 Introduction to Group Processes – Special Note, Outline, Outcomes and Teaching Qualifications
7. MAS 235 Eastern/Energetic Theory & Technique – Outcomes
8. PSY 100 Introduction to Psychology – Textbooks and Outcomes
9. PSY 215 Social Psychology – Outline
10. SUB 106 Experiential Learning in Human Svcs – Textbooks, Outline and Outcomes
11. SUB 125 Special Populations – Outline, Outcomes and Teaching Qualifications
12. SUB 213 Crisis Intervention – Change to: Outline and Outcomes

NEW PROGRAMS - None

PROGRAM REVISIONS (25)

1. Accounting, AAS, 64 hours – 60 hours minimum
2. Accounting/Office Technology, VS, 31 hours – Title (to Bookkeeping) and 30 hours minimum
3. Baking Assistant, BVS – Curriculum
4. Clinical Dental Assisting, VS – to Minimum Hours: 38 to 41.5 Hours
5. Communication Design – Graphic Design, AAS – Curriculum Change
6. Communication Design – Internet Design, AAS – Curriculum Change

7. Dental Office Aide, BVS – to Minimum Hours: 15 to 15.5 Hours
8. Family Violence Counseling, VS, 32 to 33 hours
9. Health and Wellness Management, AAS – Curriculum Structure Update
10. Human Services-Early Childhood Education Option, AAS, 65 hours
11. Human Services-Early Childhood Education, VS, 34 to 37 hours
12. Human Services-Family Violence Counseling Option, AAS, 62 to 60 hours
13. Human Services-Generalist Option, AAS, 60 to 63 hours
14. Human Services Generalist, VS, 30 to 33 hours
15. Human Services- Substance Abuse Counseling Option, AAS, 62 hours
16. Human Services-Substance Abuse Counseling, VS, 32 to 38 hours
17. Lead Baker, BVS - Curriculum
18. Management, AAS – Curriculum Change (ECN course updates)
19. Marketing, AAS – Curriculum Change (ECN course updates)
20. Massage Therapy, VS –Minimum Hours: 38 to 38.5 Hours
21. Pastry Arts, AAS – Curriculum
22. Pastry Chef Assistant, VS – Curriculum
23. Preclinical Dental Assisting, VS – to Minimum Hours: 14 to 15 Hours
24. Retail Management, AAS – Curriculum Change (ECN course updates)
25. Supervisory & Administrative Management, AAS – Curriculum Change (ECN course updates)

WITHDRAWN PROGRAMS (1)

1. Web Technician, BVS