



SENATE MEETING MINUTES

3:00 PM – 5:00 PM, ROOM C-120

Wednesday, October 18, 2017

Called to Order by Luis Martinez at 3:10

Name	Div/Term	Name	Div/Term	Name	Div/Term
Luis Martinez, (President)	Pres., 2016-18	Kris Campbell	MSE, end 2018	Diane Flahaven, (2 nd VP)	UAF2, 2016- 18
Ellie Swanson	LRIE/A/C EWD, 17- 19	Ruby Sanny	CABS, 2016-18	Danielle Straub	UAF2, 2016- 18
Clark Hallpike	SBCT, 2016-18	Pat O'Brien	CABS, 2017-19	Pat Brutchin	UAF2, 2017- 19
Patrick Gordon (1 st VP)	SBCT, 2016-18	Dawn Munson	CABS, 2017-19	Steve Wood, (Treasurer)	UAF2, 2017- 19 Temp FT
David Reich	SBCT, 2016-18	Parul Raval	CABS, 2017-19	Tammy Ray	UAF2, 2017- 19
Kimberly Tarver (Secretary)	HP, 2016-18	Open	UAF1	Mary Elfring	UAF2, 2017- 19
Karen Taylor	HP*	Open	UAF1	Liddy Hope	UAF2
Les McTighe	LVPA, 2017-19	Open	UAF1	Open	UAF2
Bill Pelz	LVPA, 2017-19			Open	UAF2
Mary O'Sullivan	MSE, 2016-18			Open	UAF2
Nicole Scherger	MSE, 2016-18			Open	UAF2

*Michele Brynelsen's term

ABSENT: CLARK HALLPIKE, LES MCTIGHE, PAT BRUTCHIN, MARY ELFRING, LIDDY HOPE, RUBY SANNY

RECOGNITION OF VISITORS & GUESTS

Katherine Sawyer & Sheri Laci- Re: ECC Foundation & ECCFA Scholarship, proposed changes. Refer to addendum and written report below. \$64,211.00 in the endowment. Donors are able to establish the criteria. The criteria process has been simplified to support greater percentage of scholarships being awarded. Advice includes aligning 2-3 criteria with the donor's values. As the endowment grows, so does the award pool. This year's allocation was \$1500 and it will likely grow. ECCFA original criteria limited the award to 2 students at \$250 each.

ECCFA is able to expand to both part-time and full-time, and include students pursuing credential or certificate students. Baseline GPA is 2.0 and we can choose to recommend focus on the program specific courses. How is this scholarship determined? First, review the criteria and then it goes to Financial Aid. Financial Aid determines based on needs established by FAFSA or by declaration in their essay. There are lots of options for undocumented students. There was discussion regarding a letter of recommendation from a faculty member. Katherine will send a clean form to us for completion. Senate will review and make decisions regarding the award criteria. The scholarship application may be submitted online or on paper; both methods are treated equally. An average of 700 students initiate an application and only 250 complete. Kris shared that she requires students demonstrate completion of the application before she will submit a letter of recommendation. Katherine will send a clean criteria to senate to review and complete at the next meeting. Senators are requested to send feedback to Kimberly Tarver. She will summarize the information to facilitate discussion.

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

SECRETARY’S REPORT: KIMBERLY TARVER

APPROVAL OF October 4, 2017 MINUTES

Pat O’Brien and Ellie Swanson moved and seconded to approve the minutes with the following change: add Jamie Pang and Pat O’Brien as contacts for toiletry collection for the Community Crisis Center. The motion passed with 1 abstention.

Treasurer’s Report: Steve “Woody” Wood- Update with IFT dues and updated member list to more accurately reflect full, half, quarter and eighth dues. We will be meeting on Friday with IFT staff to confirm the numbers. Treasurer’s workshop: Honorariums will be reported to IRS and taxes will be deducted. The workshop was very beneficial.

PRESIDENT’S REPORT: LUIS MARTINEZ- HE IS AWARE THAT HR IS REQUIRING SEARCH COMMITTEE MEMBERS TO SUBMIT THEIR NOTES AT THE CONCLUSION OF THE SEARCH. DISCUSSION INCLUDED: IMPACT ON FOLKS TAKING NOTES, OR NOT TAKING NOTES; SUMMARY OF JUSTIFICATION FOR WHY CANDIDATES ARE NOT SELECTED AND/OR COMMITTEE NOTES VERSUS INDIVIDUAL NOTES; PROCESS; RULES SUPPORTING WORK AROUNDS AND POTENTIAL NEGATIVE IMPACT ON THE PROCESS. LUIS & PATRICK WILL MEET WITH HR TO CLARIFY THIS “RULE.”

Spartan Food Bank: New guidelines to access the food bank. The food bank is limited to students. Donors, including ECCFA, should be aware of the criteria change. Alternatives were discussed including identifying resource person to support accessing community supports.

Sick Bank: ECCFA sick bank is donated by faculty members and is distributed to **any** ECC employee. SSECCA sick bank is only available to SSECCA members. Administration Sick Bank is only available to Administration. New limits have been established by the Sick Bank Committee for SSECCA & Administration. Refer to previously submitted Committee Report for details. Discussion: additional criteria and the potential impact of further restrictions. Luis encouraged discussion amongst the 3 different sick bank committees.

1ST VICE PRESIDENT’S REPORT: PATRICK GORDON-

The Dual Credit Committee needs representation from English and Christina Marrocco was consulted. The English Department will identify members to serve; a survey tool is being developed. It sounds as though, if the English in-high school pilot moves forward, fingerprinting may be required by our members teaching in at least one of the districts.

He recommends ECCFA take a more proactive role with a “fair share response committee.” Patrick moved to establish this committee. Bill Pelz seconded the motion. Discussion: Working group of 4-5 members. Volunteers include: Kris Campbell, Ellie Swanson & Patrick Gordon. The motion passed to establish the committee.

Invitation to serve will be extended to faculty. It was emphasized that adjunct members are essential to the committee. Senators are asked to recruit members.

2nd Vice President's Report: Diane Flahaven- Cyber Security training is OPTIONAL.

3rd VICE PRESIDENT'S REPORT: DIANE FLAHAVERN, ACTING UNTIL FILLED

Committee Reports - (REFER TO REPORTS SUBMITTED INCLUDED ON THE AGENDA)

Negotiations- Patrick Gordon- Midterm bargaining sessions are planned regarding Dual Credit and Extra-Contractual Chart issues.

Membership- Mary Elfring – no changes

Grievance- Ellie Swanson- Refer to written report. Additionally, issues regarding meeting requests with HR Director that are not acknowledged.

COPE- (Luis Martinez) Woody reported that he filed State Board of Elections quarterly COPE Financial report. Kimberly Tarver attended Higher Education Constituency Council Meeting on 10/7/2017 at IFT Healy Center in Westmont IL (See written report.)

ELECTIONS & COMMITTEE REQUESTS

Motion to consider # 1, 2, 3, and 7 as a consent agenda made and seconded by Kris Campbell and Pat O'Brien, respectively. The motion passed. Motion to approve the consent agenda made and seconded by Kris Campbell and Pat O'Brien, respectively. The motion passed.

Regarding # 6 & 7, at the direction of senate, Luis delegated the responsibility of appointing faculty to the deans.

1. GIST requests Ignacio Alvarez Garcia be approved as a voting member representing LVPA.
2. Greg Robinson requests approval of faculty to serve on Administrative Procedures Review Cross Functional Review Team. Pat O'Brien and Marc Hucek have volunteered to serve
3. Dean Mi Hu requests faculty to serve on search committee for Associate Dean of the Library. Lori Clark, Stacey Shah, Ellie Swanson, Manuel Salgado volunteered.
4. GIST requests faculty members from each of the following divisions: Health Professions (1), LRIE (1), College Transitions & Developmental Education (1), MSE (1), SBCT (2). GIST meets one Friday per month at 10:00 a.m.
5. Tim Moore requests a faculty member from Sustainability, Business & Technology Division to serve on Distance Learning Advisory Committee. Woody will recruit.
6. Curriculum Committee: Leticia Starkov reports openings remain- LVPA: One open seat. CABS: one open seat.
7. Student Learning Assessment and Advisory Committee (SLAAC): Janet Whitsitt reports openings remain- CABS - 1; MSE - 2; SBCT – 2. Abigail Bailey (MSE) has volunteered to serve.

OLD BUSINESS

- ULI North Attendees include: Woody, Patrick Gordon, Liddy Hope, Kris Campbell, and Kimberly Tarver
- Trunk & Treat Event: ECCFA & SSECCA will partner to decorate a car and distribute treats in Parking Lot C on October 27, 4:30-6:30; the theme is "Ghost." **Donations of candy and volunteers needed.** Laura Meyer and her daughter have volunteered from 4:30-5:30. More volunteers are needed.
- Illinois Community College Faculty Association Annual Conference, November 15-17, Springfield IL. This year is a joint conference with Illinois Council of Community College Administrators. Register at: www.iccfa.org Kris Campbell is interested in attending.

NEW BUSINESS

- ***Congratulations to Ignacio Alvarez-Garcia, Assistant Professor II of Spanish for being granted tenure!***
- Search Committees: Notes. The matter was discussed under the President's report.
- Spartan Food Pantry: New guidelines from Fall Semester flier. The Spartan Food Pantry welcomes all students. ✓ Need to save \$25 a week for groceries? ✓ Maybe you just need some snacks for later? ✓ Available to any current ECC student. ✓ Get free food from the Spartan Food Pantry. The matter was discussed under the President's report.

DIVISION ISSUES

ADJOURNMENT – ADJOURN AT 4:45. KRIS CAMPBELL AND DAWN MUNSON MOVED AND SECONDED, RESPECTIVELY. THE MOTION PASSED.

NEXT MEETING: November 1, 2017 3:00-4:30 PM, C120

2017-2018 Meetings:

Fall 2017: 11/15, 11/29, 12/13

Spring 2018: 1/17, 1/31, 2/14, 2/28, 3/14, 4/4, 4/18, 5/2, 5/16

COMMITTEE REPORTS

ECC FOUNDATION Response to ECCFA Questions- Re: Proposed ECCFA Scholarship Changes (Katherine Sawyer)

- 1 *Why is it limited to part time students?* This was a criteria imposed by the faculty senate when the fund was established. There may be some faculty members at the college or recently retired who could speak to the groups previous desire to impose this restriction. If this criteria is no longer desirable or valid, it can certainly be removed. Removing the PT restriction will make the fund available to a wider set of students.
- 2 *What is the role of faculty in the selection process?* The award of Foundation scholarship award is done by the Financial Aid office. This is true of all Foundation scholarships and is in place to serve as a protection for our students and our donors. (please see attached overview on the scholarship program, page 4, Q&A #2) In the case of a hand full of scholarships where the award is contingent upon an audition or has a strong programmatic alignment, the FA department may consult with department leaders/coordinators to rank the final candidates. The goal is to have all scholarship funds awarded before the academic year starts so that students have visibility to their full financial package (which could make the difference for them in determining how many classes they can take or if they can attend at all).

Where donors, and especially faculty, play a tremendously valuable role in the process is through promotion of scholarship application among current and prospective students and then after the award in extending encouragement. We offer opportunities to meet award recipients formally through the annual Donor Appreciation Breakfast (October 21) and informally through other Foundation events. We would also be happy to coordinate a time for ECCFA's recipients to attend a Senate meeting if this would be of interest.

- 3 *Might we consider including certificate programs in addition to transfer or career?* Yes! Establishing the award criteria is at the discretion of the donor, ECCFA. I would recommend that it not be too restrictive or the FA team will have trouble finding qualifying students to award and funding will go unspent. If the group would like to open it up to all credentials (both degree and certificate in transfer and career), this will once again open the eligibility to a larger pool of students.

I've scanned a copy of the original criteria sheet from 2010 and attached should it be helpful in assessing the group's initial intentions. You'll see that we've updated the worksheet since this time, streamlining criteria selection options to enhance the probability of award and align with the Foundation Board's financial policies on scholarship creation. (see addendum)

Committee Report: Grievance

Members: Howard Russo—LVPA (co-chair), Ellie Swanson—LRIE/ESL/ABE (co-chair), Kris Campbell—MSE, Jessica Carpenter—CABS, George Rosa—SBCT, Mary Arndt—HP, Pat Brutchin—UA

Grievance Committee has addressed the following issues since the last report:

- Questions regarding triennial evaluation
- Evaluation when teaching in a secondary division
- Lane placement concerns
- Pay for review sessions
- Lab pay
- Special pay issues—we are pushing for a big picture solution to this process which takes way too long.
- Discipline meetings—the committee is working on a way to involve more members of the committee.

Respectfully submitted,

Howard Russo, Ellie Swanson

Grievance Committee co-chairs

Student Success Infrastructure (Dan Kernler, SSI Co-Chair)

The Student Success Infrastructure has an updated mission statement:

ECC's Student Success Infrastructure aims to improve student success among diverse student populations by providing equitable support and resources.

We are currently revisiting college success data to determine an appropriate focus for this academic year. Developmental success and completion rates have increased, but not all groups are succeeding at comparable rates. We will work to finalize goals for AY2017-2018 at next week's meeting.

Also, though our budget has been shrinking steadily over the last few years, it looks like we will have some available funds for this year, so look for a call for proposals soon.

COPE: IFT Higher Ed Constituency Council (Kimberly Tarver)

The IFT Higher Education Constituency Council agreed on three overarching goals to guide our actions for the for the next 18 months:

- 3 Increase Funding for Illinois Higher Education
- 4 Elect a Pro-Higher Education Governor
- 5 Maintain and Build Powerful Higher Education Locals and Chapters/Councils

To this end, one of the first tasks is to identify a "top-line" message focused on increasing funding for Illinois Higher Education. This top-line message would build on the messages developed and utilized last Spring for the statewide April 27 "Teach Out" and related actions related to this event.

Specifically, we are asking for the participation of a representative from your ECCFA to serve on a task force charged with developing this top-line message (with the view that this group may develop into a Communication Task Force for the Higher Education Constituency Council). A brief conference call will begin the process of developing the message (most of this work will take place through email). The goal is to have an initial draft message developed by the end of October.

Volunteers should contact Kimberly Tarver ASAP.