

July 15, 2020

Special Senate Meeting Agenda

Name	Div/Term	Name	Div/Term	Name	Div/Term
Kimberly Tarver (President)	Pres., 2018-2020	Kris Campbell	HP/MSE, 2018-2020	Danielle Straub	UAF2, CABS 2018-2020
Ellie Swanson 1 <sup>st</sup> VP	LRIE/A/CEWD, 2019-2021	Ryan Kerr	CABS 2018-2020	Baudelaire Ulysse, 2 <sup>nd</sup> VP	UAF2, LVPA 2018-2020
Clark Hallpike	SBCT, 2018-2020	Pat O'Brien	CABS, 2019-2021	Terri Birch	UAF2 LVPA 2018-2020
Patrick Gordon Negotiations Chair	SBCT, 2018-2020	Ruby Sanny	CABS, 2019-2021	Tammy Ray	UAF2, SBCT 2019-2021
George Rosa Grievance Co-Chair	SBCT, 2018-2020	Manuel Salgado	CABS, 2019-2021	Mary Elfring	UAF2, CABS 2019-2021
Mary Arndt (Secretary)	HP/MSE 2018-2020	Susan McGrath (3 <sup>rd</sup> VP)	UAF1, HP/MSE 2018-2020	Bruce McLane Retired, May 2020	UAF2, HP/MSE 2019-2021
Susan Robinson	LVPA, 2019-2021	OPEN	UAF1	Kate Thommes	UAF2, ABEC 2019-2021
Les McTighe	LVPA, 2019-2021	Xxx	xxxx	Daniel Hernandez	UAF2, HP/MSE 2020 - 2022
Luis Martinez Grievance Co-Chair	HP/MSE, 2018-2020	Xxx	xxxx	OPEN	UAF2
Nicole Scherger	HP/MSE, 2018-2020	Xxx	xxxx	OPEN	UAF2
Steve Wood	Treasurer (non-voting)	Xxx	xxxx	xxxxx	xxxxx

### Special Meeting Agenda: Elections

1. **Accept Elections Committee Report**
2. **Recognize Service of Senators, continuing and retiring**
3. **Seat New Senators**
4. **Sick Bank: Elizabeth Holmer (UA1) and Stacey Shah (FT)**
5. **Nominations**
  - a. **1<sup>st</sup> VP**
  - b. **2<sup>nd</sup> VP**
  - c. **3<sup>rd</sup> VP**
  - d. **Secretary**
  - e. **Treasurer**
  - f. **Chief Negotiator**

**6. Appointments**

- a. **Communications**
- b. **Sentinel**
- c. **Membership**
- d. **Webmaster**
- e. **Parliamentarian**
- f. **Volunteer Coordinator**
- g. **Social Media Coordinator**

**7. ADJOURNMENT**

# Elections Committee Report

**Faculty Development** - no unfilled positions  
Committee Chair: Lori Clark

**Honors** - no unfilled positions  
Committee Chair: Jason Kane

CABS	Lori Clark		CABS	James Dittus
SBCT	Fabio Martinez, Gary Norden		LVPA	Javier Coronado-Aliegro
LRIE/LIB/AB E	Colleen Stribling		HPMSE	Ginger Bohlen
UA2	Roxie Bell		SBCT	Dave Packard
HPMSE	Dana Kurpius		UA1/UA2	Maria Bagshaw

**SLAAC** - no unfilled positions  
Committee Chair: Angelika Stachnik

**Curriculum** - no unfilled positions  
Committee Chair: Marc Beth

CABS	Tina Ballard, Kellen Bolt		CABS	Alison Douglas, Ryan Kerr, Marta Walz, Jeff Weisman
LVPA	Javier Coronado-Aliegro		HPMSE	Michelle Kershner, Ed Kroll
HPMSE	Nicole Scherger, Angelika Stachnik		LRIE/LIB/ABE	Ellie Swanson
SBCT	Linda Conniff		SBCT	Leticia Starkov
LRIE/LIB/ABE	Jennifer Schlau		LVPA	Baudelaire Ulysse

**Negotiations** - 1 unfilled position for UA1,  
1 unfilled position for HPMSE

**Grievance** - 1 unfilled position for UA1  
Co Chairs: Tim Anderson, Kris Campbell

CABS	Dawn Munson		LRIE/LIB/ABE	Ellie Swanson
LRIE/LIB/AB E	Ellie Swanson		SBCT	Dave Reich

LVPA	Travis Linville		LVPA	Peter Han
SBCT	Dave Reich		UA2	Baudelaire Ulysse
UA2	Diane Flahaven			

**Senate - 2 unfilled positions for UA1**

CABS	Jessica Carpenter
HPMSE	Mary Arndt, Kris Campbell, Luis Martinez, Greg Wheaton
SBCT	Lenn Fitzpatrick, Patrick Gordon, Clark Hallpike
UA1	Mae Hicks Jones, Robert Long, Amanda Smothers
UA2	Terri Birch, Diane Flahaven, Jeffrey LaRocque, Sue McGrath, Janice Petit-Sollenberger, Danielle Straub, Baudelaire Ulysse

Committee Recommendations Moving Forward: The move to electronic voting increased participation to a degree that it should be seriously considered for all future elections. However, there are some serious issues that need to be addressed if the ECCFA is going to continue to use electronic voting moving forward.

- The ballots that have been in use for decades should be redone to fully clarify everything. If we use electronic voting, there are no election judges to answer any questions. We should also consider providing a list of members by unit and division to encourage participation in write in options. We had several write-ins that were for members not in the division or not in the unit (including some administrators).
- There is no way to do a recount on elections. There is no way to verify the results from ElectionBuddy: we can only go off the spreadsheet they provide. This would be a violation of Robert’s Rules if any of our members wish to challenge the election. This puts the Senate in the position of either accepting the results or disbanding the Committee and starting over. This takes a minimum of a month to do through ElectionBuddy (causing a significant delay to election results) and will also increase the financial cost to our membership (as we would have to pay ElectionBuddy for each election). We recommend that a call goes out to the membership asking for volunteers to build an in-house way to handle electronic voting that will
  - Guarantee each dues paying member gets to vote
  - Guarantee no non dues paying member gets to vote
  - Guarantee no one votes more than once
  - Includes a separate member ID from the email with the ballot to cast a vote (in case of hacking)
  - Stores data in a way that allows for a recount
  - Preferably with a way to target reminder emails to only those who have not yet participated (to prevent overloading inboxes)

There are a lot of talented people in our membership - we should be able to come up with an in-house solution to these issues.

- We strongly recommend a call for volunteers for the next Elections Committee take place in the first few weeks of the fall semester. This will allow more flexibility to deal with whatever disasters come down on us. Until there is a vaccine and/or effective treatment for Covid-19, we need to be prepared for the possibility of additional stay-at-home orders or other unforeseen events.

- Sick Bank was accidentally left off of ballots and so needs to be handled at the first Senate meeting of the fall semester. We apologize for this oversight. There were two openings and each had only one volunteer to run.

LRIE/LIB/ABE	Stacey Shah
UA1	Elizabeth Holmer

Included for the new Senators - officers to be elected by Senate after the seating of new Senators:

- Chief Negotiator (serves until a new negotiations team is elected)
  - Chairs the negotiations committee.
- First Vice-president (serves for 1 year)
  - performs duties of the President when the President cannot attend an Association, Senate, or other meeting;
  - initiates election of Negotiations Chair and negotiation committee in ample time for negotiations to take place;
  - facilitates the distribution of information and materials to Fulltime Faculty members;
  - prepares constituent lists for all Fulltime Faculty senators;
  - coordinates member engagement activities, to include advocacy, organizing, mobilizing, and recruiting;
  - provides union leadership and professional development.
- Second Vice-president (serves for 1 year)
  - performs duties of the President when the President and First Vice-president cannot attend an Association, Senate, or other meeting;
  - reports to the Senate the issues and concerns of Unit Adjunct Faculty II;
  - works with the Membership Coordinator and Human Resources to identify adjunct faculty who qualify for membership as UAFII;
  - facilitates the distribution of information and materials to Unit Adjunct Faculty II members;
  - assists the Unit Adjunct Faculty II Senators in communication with the membership and acts as a contact person for Unit Adjunct Faculty II with questions or concerns;
  - prepares constituent lists for all Unit Adjunct Faculty II senators.
- Third Vice-president (serves for 1 year)
  - performs duties of the President when the President, First Vice-president, and the Second Vice-president cannot attend an Association, Senate, or other meeting;
  - reports to the Senate the issues and concerns of Unit Adjunct Faculty I;
  - works with the Membership Coordinator and Human Resources to identify adjunct faculty who qualify for membership as UAFI;
  - facilitates the distribution of information and materials to Unit Adjunct Faculty I members;
  - assists the Unit Adjunct Faculty I Senators in communication with the membership and acts as a contact person for Unit Adjunct Faculty I with questions or concerns;
  - prepares constituent lists for all Unit Adjunct Faculty I senators.
- Secretary (serves for 1 year)
  - records the minutes of all ECCFA and Senate meetings and distributes those minutes to the senators;
  - assists with distribution of information concerning ECCFA and/or the Senate as directed by the President or Senate;
  - maintains records and files of all ECCFA matters other than finances;
  - receives all petitions from ECCFA members, other than those for an elective office, or an amendment to the Constitution, for submission to the Senate;

- prepares and maintains a calendar of important dates, such as forthcoming elections, and keeps faculty informed of the calendar.
- Treasurer (serves for 1 year)
  - submits monthly financial reports to the senate;
  - prepares a budget and maintains complete financial records of ECCFA;
  - maintains the organization's bank accounts;
  - initiates an annual audit of the organization's financial records;
  - pays bills as authorized by the Senate;
  - presents bi-annual financial reports to the general membership;
  - develop, review, and recommend changes to "Financial Management Procedures" as necessary to support the organization's financial practices and operational controls.
  - computes and estimates costs that ECCFA will sustain for, or because of, the retiree chapter;
  - recommends to the Senate of ECCFA, in cooperation with the retiree chapter, the dues for the retiree chapter.
- Communications Liaison (serves for 1 year) (appointed by the President)
  - attends Senate meetings regularly-issues press releases as directed by the Senate President or Chief Negotiator;
  - acts as official Senate spokesperson to the press;
  - assists in promoting the public image of ECCFA.
- *Sentinel* editor (serves for 1 year) (appointed by the President)
  - attends Senate meetings regularly and oversees editing, printing and distribution of *The Sentinel*.
- Membership Coordinator (serves for 1 year) (appointed by the President)
  - attends Senate meetings regularly and reports the status of all unit members and non-members;
  - works with Human Resources to collect information to maintain and update the ECCFA membership database;
  - works with Human Resources to identify faculty who qualify for membership;
  - distributes membership packets to qualifying faculty;
  - coordinates the recruitment of new members of ECCFA.
- Webmaster (serves for 1 year) (appointed by the President)
  - attends Senate meetings regularly;
  - maintains the official ECCFA website;
  - archives Senate/ECCFA meeting minutes, *Sentinel* issues and major ECCFA related documents to the website;
  - collects information for the website from the membership;
  - reports ECCFA related business and information on the website;
  - responds to email that is communicated through the website.
- Volunteer Coordinator (serves for 1 year) (appointed by the President)
  - investigates and identifies community/charitable activities appropriate for ECCFA member participation;
  - proposes activities to the Senate for approval;
  - disseminates pertinent information about activities to the membership;
  - coordinates volunteers' participation in activities;
  - recruits personal, as needed, to assist him or her in the effort.
- Parliamentarian (serves for 1 year) (appointed by the President)
  - Attends all Senate and ECCFA meeting;
  - Advises the Senate and ECCFA regarding compliance to Robert's Rules of Order;
  - Serves as Sergeant at Arms at all Senate and ECCFA meetings.
- Social Media Coordinator (serves for 1 year) (appointed by President)
  - Establishes, maintains and monitors social media platforms

**ECCFA Senate AY 20-21 Meeting Schedule:** August 19, September 2, September 16, September 30, October 14, October 28, November 11, November 25, December 9; 2021 January 13, January 27, February 10, February 24, March 10, April 7, April 21, May 5, May 19

DRAFT