



**SENATE MEETING MINUTES**

3:00 PM – 5:00 PM, ROOM C-120

Wednesday, November 1, 2017

Called to Order at 3:10 p.m. by Luis Martinez

Name	Div/Term	Name	Div/Term	Name	Div/Term
Luis Martinez, (President)	Pres., 2016-18	Kris Campbell	MSE, end 2018	Diane Flahaven, (2 <sup>nd</sup> VP)	UAF2, 2016-18
Ellie Swanson	LRIE/A/CEWD, 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 <sup>st</sup> 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: Ruby Sanny, Pat Brutchin, Liddy Hope, Les McTighe

**RECOGNITION OF VISITORS & GUESTS: GEORGE ROSA, ANTONIO RAMIREZ, JESSICA CARPENTER**

- Jessica Carpenter (Dual Credit Committee Update)- Survey data from English faculty included 16 responses; concerns and questions mirror those of senate; the English department faculty were unaware that they were included in the pilot.
- Antonio Ramirez: Statement of Support for Adjunct Faculty at Elmhurst College- Faculty Forward Chicago recently has success unionizing adjunct faculty at various institutions; they are working with Elmhurst College. Antonio is proposing a statement of solidarity be sent to the Elmhurst College President and request the administration remain neutral. They are organizing under SEIU. Bill Pelz moved and Kris Campbell seconded a motion to send a letter of solidarity as proposed. The motion passed. The senate requested to be added to the email distribution list and be made aware of other opportunities to support their efforts. Question: Are the full time faculty organized? Antonio will inquire. Kim will print the document on letterhead. *\*Note: Following the meeting, Antonio asked the letter to be sent when timing will have the biggest impact. He will keep us informed.*

- Cristina Marrocco: GIST- Classroom Internationalization, formerly known as infusion. The application process has been simplified. Faculty awarded the stipend are asked to participate in a panel discussion at Assessment Diaries. She encouraged faculty to participate.

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

SECRETARY’S REPORT: KIMBERLY TARVER

Approval of October 18, 2017 Minutes. Pat O’Brien & Bill Pelz moved and seconded to approve the minutes. The motion passed with 1 abstention.

Received “thank you” from SSECCA for collaborating on Trunk or Treat event. Notable: We had the most, and the best candy!

Received a thank you note from SSECCA for meals; Kris will be buying lunch this next Monday for their negotiation team and asked for volunteers to assist. It was shared that SSECCA has scheduled an all member meeting tomorrow, November 2.

Treasurer’s Report: Steve “Woody” Wood- He reported that the Fall Semester IFT/AFT dues liability has been finalized with significant cost savings to the ECCFA and noted Mary’s work with membership list was key. He also acknowledged Kim Tarver’s assistance and deep appreciation to IFT staff Diane Kubitz and Lynnette Sculcuca.

President’s Report: Luis Martinez-

The tenure and evaluation handbook revision team is underway. Team is meeting weekly and different tasks have been assigned to subcommittees. He anticipates that it may extend into next semester.

On campus interviews for the four finalist candidates for Chief of ECC Police will be conducted on Friday, November 3rd. The presidents of ECCFA and SSECCA will participate in the interviews.

1<sup>ST</sup> VICE PRESIDENT’S REPORT: PATRICK GORDON-

Compensation Committee: first meeting is pending.

2<sup>nd</sup> Vice President’s Report: Diane Flahaven-

3<sup>RD</sup> VICE PRESIDENT’S REPORT: DIANE FLAHAVER, ACTING UNTIL FILLED

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

Negotiations- Patrick Gordon- midterm chart issues and dual credit issues; looking for clarity on extra-contractual chart

Membership- Mary Elfring – Refer to written report. Member asking for information regarding the new form before signing.

Grievance- Ellie Swanson- Refer to written report. Developed guidelines for committee members when meeting with HR for discipline meetings to more evenly distribute workload of committee members.

COPE- (Luis Martinez) no report

Patrick Gordon moved and Bill Pelz seconded a motion to go to closed session. The motion passed.

Pat O’Brien & Mary O’Sullivan moved and seconded to adjourn from closed session. The motion passed.

ELECTIONS & COMMITTEE REQUESTS

Move to consider items 2 & 3 as consent agenda by Kris Campbell and seconded by Mary Elfring. The motion passed.

Move to approve the consent agenda by Kris Campbell and seconded by Ellie Swanson. The motion moved passed.

1. Steve Duchrow requested specific faculty members to serve on a search committee for Arts Center Production Manager, an administrative position. He identified Marc Beth, Shawn Maxwell and Susan Robinson. Motion to table pending members agreeing to serve made by Kris Campbell and seconded by Parul Raval. The motion passed.
2. Kelly Langenberg, UAF1/LVPA has volunteered to represent her division on the Curriculum Committee.
3. Colleen Stribling, currently a non-voting member on GIST, is willing to represent ESL on GIST as a voting member.

*The following requests are longstanding openings and referred to the Academic Deans for assignment.*

Discussion regarding the administration's responsibility and ability to track committee membership. Information is available in the annual self-assessment. There are concerns with how the information is used to assign faculty to committees.

1. 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.
2. Tim Moore requests a faculty member from Sustainability, Business & Technology Division to serve on Distance Learning Advisory Committee.
3. Curriculum Committee: Leticia Starkov reports openings remain- ~~LVPA: One open seat.~~ CABS: one open seat.  
*Note: Action taken above resulted in filling the LVPA seat.*
4. Student Learning Assessment and Advisory Committee (SLAAC): Janet Whitsitt reports openings remain- CABS - 1; MSE - 1; SBCT – 2.

#### OLD BUSINESS

- ECCFA Endowed Scholarship Criteria- The form was discussed and completed by the group. It will be sent to the foundation by Friday.
- Academic Calendar Feedback Due TODAY- Concerns were shared and the senate agreed to send the concerns to Marcy Thompson.
- Elgin Community Crisis Center Toiletry Drive will run through end of semester: Contact Pat O'Brien, Jamie Pang or Elizabeth Hultman for more information.
- ULI North Attendees include: Woody, Patrick Gordon, Kris Campbell, and Kimberly Tarver
- 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](http://www.iccfa.org)  
Professional development money and professional meeting time may be used for this activity.

#### NEW BUSINESS

- AFT Bargaining Conference Summary: Kris Campbell- Contract Campaign should be ongoing, focus on building community & relationships with members, students, administration and local public.
- ECCFA Bulletin Board: #MeToo (K. Tarver) Discussion included providing information directing members of ECC community & students to on campus resources and messaging to stand against sexual harassment and support for victims of harassment & assault.
- IFT Ambassador Training Opportunity: emphasis on labor communications; applications are due December 1 and require ECCFA President signature.
- Planning: End of Semester (EOS) Party & Opening Day Luncheon and Meeting (January 11, 2017)
  - Mary Elfring volunteered to coordinate the menu for the luncheon with facilities rental.

- EOS Party Friday, December 15, 2017 (Luis will follow up with Dr. Sam regarding reimbursement from the last party)
- Clark Hallpike shared Targets of Hate Part 2 event information and encouraged faculty to bring their classes.

**DIVISION ISSUES**

- Members in SBCT experiencing delay for special pay requests such as substitute pay. Ellie requested members need to contact grievance ASAP.
- A student in crisis sought assist from a faculty member; wellness professionals and call list resources were unavailable and she called campus police. Concerns with access to services when needed.
- Notable: First alert response time is very quick.

**ADJOURNMENT –**

**NEXT MEETING:** November 15, 2017 3:00-4:30 PM, C120

Meetings for Fall 2017: 11/29, 12/13

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

**COMMITTEE REPORTS**

**Administrative Procedure Review Team (Kimberly Tarver)**

This academic year, 32 procedures are scheduled for review. The committee meets monthly. We have completed the majority of procedures scheduled for both 1<sup>st</sup> and 2<sup>nd</sup> reads. Language referring to “instructors” will be phased out and replaced with “faculty.” Discussion relating to midterm grading in administrative procedure 1.103 Student Grades will continue. Supporting information is needed.

**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:

- Guidelines for handling discipline meetings with HR and with the Title VII/IX coordinator were developed
- Contract extensions for faculty working as administrators
- Faculty being asked to submit timesheets in e-time on a weekly basis
- Lab pay
- Lane placement concerns
- Pay for review sessions was discussed and referred to extra contractual negotiations

Respectfully submitted,

Howard Russo, Ellie Swanson

Grievance Committee co-chairs

**Membership Report 11.1.17 (Mary Elfring)**

**Full Membership            510**

<b>Full-time</b>	<b>128</b>
<b>Fairshare</b>	<b>2</b>
<b>Signed</b>	<b>126</b>

<b>New Form</b>	<b>128</b>
Signed	120
Unsigned	6
Fairshare	2

<b>UAF</b>	<b>229</b>
<b>Signed</b>	<b>208</b>
<b>Unsigned</b>	<b>21</b>
<b>New Form</b>	<b>229</b>
Signed	121
Unsigned	108

<b>UAI</b>	<b>121</b>
<b>Signed</b>	<b>85</b>
<b>Unsigned</b>	<b>45</b>
<b>Fairshare</b>	<b>1</b>
<b>New Form</b>	<b>121</b>
Signed	55
Unsigned	66
Fairshare	1

<b>INA</b>	<b>32</b>
<b>Signed</b>	<b>21</b>
<b>Unsigned</b>	<b>11</b>
New Form	32
Signed	1
Unsigned	31