

Name	Div/Term	Name	Div/Term	Name	Div/Term
Kimberly Tarver (President)	Pres., 2018-2020	Kris Campbell	HP/MSE, ends 2018	Diane Flahaven, (2 nd VP)	UAF2, 2018-2020 HP/MSE
Ellie Swanson	LRIE/A/CEWD, 17-19	Ryan Kerr	CABS 2018-2020	Danielle Straub	UAF2, 2018-2020 CABS
Clark Hallpike	SBCT, 2018-2020	Pat O'Brien	CABS, 2017-19	Baudelaire Ulysse	UAF2, 2018-2020 LVPA
Patrick Gordon (1 st VP)	SBCT, 2018-2020	Dawn Munson	CABS, 2017-19	Terri Birch	UAF2 2018-2020 LVPA
George Rosa	SBCT, 2018-2020	Parul Raval	CABS, 2017-19	Tammy Ray	UAF2, 2017-19 SBCT
Mary Arndt (Secretary)	HP/MSE 2018-2020	Susan McGrath (3 rd VP)	UAF1, 2018-2020 HP/MSE	Mary Elfring	UAF2, 2017-19 CABS
Susan Robinson	LVPA, 2017-19* (finish T. Malone's term)	OPEN	UAF1	OPEN	UAF2
Les McTighe	LVPA, 2017-19	OPEN	UAF1	OPEN	UAF2
Luis Martinez	HP/MSE, 2018-2020	OPEN	UAF1	Open	UAF2
Nicole Scherger	HP/MSE, 2018-2020	OPEN	UAF2	Open	UAF2
		OPEN	UAF2	Steve Wood	Treasurer/non-voting

Meeting commenced at 3:42 pm.

Absent: Luis Martinez

Recognition of Visitors & Guests: 4:30 PM- Adriana Barriga-Green – she will meet ECCFA members at the Grumpy Goat; 5:00 PM Meet at the Grumpy Goat!

Secretary's Report: Mary Arndt

- Approval of February 13, 2019 minutes. Pat O'Brien moved to approve the minutes. Mary Elfring seconded. Motion approved with one abstention.
Mary Arndt needs a substitute to take minutes for Wednesday, March 14, 2019, when she will be at an educational conference. Please notify Kim Tarver if you wish to volunteer.

Treasurer's Report: Steve "Woody" Wood

Pat O'Brien moved to approve renewal of the \$250 membership fee to remain a member of the Illinois Labor History Society. Mary Elfring seconded. Motion approved.

President's Report: Kimberly Tarver

1. Emily Kies is seeking input for Fall Semester emergency drills. Recommended week? Notification? Any comments/suggestions for timing should be sent to Kim Tarver.
2. AFT Endorsement Process – Kim Tarver reviewed how this process occurs.
3. AFT Fund Our Future Movement – K-12 and higher ed. Dawn Munson to showcase this initiative on the ECCFA bulletin board.
4. Attended 2/20/19 BOT meeting with Diane Flahaven
5. Attending African Ball on Friday – Tickets available at Student Life.
6. Kim addressed the topic of ECCFA having difficulty receiving the list of newly eligible adjunct faculty in a timely manner, or at all. The instructional coordinators receive the list for their respective departments. Dr. Sam says HR should make list available. Kim stated she would discuss this with HR.

1st Vice President's Report: Patrick Gordon

The Constituent list has been distributed to ECCFA Senators and Officers. Patrick wants Senators to give him necessary feedback. He will send it to all full time faculty after Senators provide any suggestions for adjustment.

2nd Vice President's Report: Diane Flahaven

Diane still waiting for a constituent list – UAF 1s. She and Susan McGrath are working together on this. Kim Tarver to ask HR about how it is handled when someone who is a UAF 2 has a semester gap regarding a faculty assignment, but dues are still taken out.

3rd Vice President's Report: Susan McGrath

Susan still waiting for a constituent list – UAF 1s.

Committee Reports

Membership: Mary Elfring

Today, Mary signed 3 new members. She has been working with Diane Flahaven and Susan McGrath as to who has not signed up.

Mary Elfring bought the computer for the ECCFA office with designated ECCFA funds. Susan McGrath will do the setup of the computer.

Terri Birch will spend time with Mary Elfring to orient to the role of chairperson of the Membership Committee. Thank you Terri!

Negotiations: Patrick Gordon

Negotiation discussions continuing.

Grievance: Ellie Swanson & Kris Campbell

Members: Ellie Swanson—LRIE/ESL/ABE (co-chair), Kris Campbell—MSE/HP (co-chair), Jessica Carpenter—CABS, George Rosa—SBCT, Diane Flahaven—UAF

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

- Movement from UA1 to UA2 questions
- Payment for extra work outside job description resolution
- Evaluation questions
- Faculty qualifications
- Dual credit issues
- Discipline matters

Please contact the Grievance Committee with any questions or concerns.

Respectfully submitted,

Ellie Swanson, Kris Campbell

Grievance Committee co-chairs

Communications: Ryan Kerr

1. Retiree Letter – Ryan Kerr wrote this letter – sent to Senators. It encourages retirees to participate in the ECCFA Retiree Council. Discussed putting it on the ECCFA website; do a mailing to retirees.
2. Press Release: Endorsement of Adriana as candidate for the BOT

COPE (Chair: Luis Martinez):

Pat O'Brien moved to adjourn to COPE. Patrick Gordon seconded. Motion approved.

1. Attending Local 1211 Legislative Breakfast Saturday March 2, 9:00-11:30 (Opening Remarks, Key Note: Rep. Raja Krishnamoorthi, followed by Legislator Rotations) with Luis Martinez, Patrick Gordon, Ellie Swanson, Diane

- Flahaven, Jessica Carpenter. Kimberly Tarver. Request Donation \$125.00. Patrick Gordon moved to approve a \$125 donation to this Legislative Breakfast. Mary Elfring seconded. Motion approved.
2. Post Card Parties (See Addendum) – Ellie Swanson, Mary Elfring and Kim Tarver are sponsoring parties. Look in personal email - Kim Tarver will send a schedule. There will be a link to a sign up. Others activities will be available for sign up, also (canvassing, envelope-stuffing, etc).
 3. Attended Truman Dinner!
 4. Kim Tarver asking for volunteers for a canvassing opportunity for Adriana for the next 5 Saturdays.
 5. 3/7/19 4:30 – 7:30 pm Dannys’s on Douglas – Fundraiser – donation is \$20, will do postcards, etc.

Pat O’Brien moved to adjourn from COPE. Tammy Ray seconded. Motion approved.

Elections & Committee Requests

1. Faculty Development Committee Requests UAF Member: Jacqueline Hartley, Sociology/CABS, has volunteered. Pat O’Brien moved to approve Jacqueline for this committee. Mary Elfring seconded. Motion approved.
2. Elections Committee members – Kim Tarver to reach out to members to volunteer for this committee.
3. Foundation Survey Participants (4-5): David Davin wants to survey 4 – 5 people and wants 4 – 5 different people for a focus group.
4. Foundation Focus Group Participants (4-5)
5. Annual Employee Recognition & Retirement Reception Planning Committee (Meets bi-weekly, TBA)
Kim Tarver received a request from HR for one person to serve on this group. Group will meet beginning 3/4 to determine award winners for various nominations. Susan Robinson volunteered. Kris Campbell moved to approve Susan Robinson. Terri Birch seconded. Motion approved.
6. ECC Foundation Golf Outing Event: 1 member requested to serve; next meeting is March 19. They usually meet on the second Tuesday of every month at 4 pm. Kim Tarver will make this request to the full ECCFA.

OLD BUSINESS

1. Order T-Shirts: Patrick Gordon is working on ordering t-shirts for new full time ECCFA faculty.
2. Office Computer – Purchased! Tuesday, February 19, an electronic motion was made by Mary Elfring and seconded by Susan McGrath to purchase a computer for the ECCFA office for up to \$1,000. The motion passed by electronic vote.
3. Review Draft of Guidelines – Kim Tarver sent out a document for suggested guidelines regarding processes for actions such as: response to death of union member, retired union member, death of loved one of a union member, non-tenured faculty considerations, etc. There could be exceptions to the guidelines at times as stated in the documents.
Senators approved how these guidelines are worded. Patrick Gordon moved to accept this document with a change to the title to “Suggested Guidelines,” (instead of just Guidelines). Mary Elfring seconded. Motion approved.

NEW BUSINESS

Kris Campbell has champagne left over from Foundation Day (49 bottles). She is asking for suggestions as to how to process them and still make money for the Foundation.

DIVISION ISSUES

ANNOUNCEMENTS

1. Please review New Placement Guidelines sent by VP Peggy Heinrich.
2. Revised Supplemental Assignment Chart was approved at BOT meeting, 2/20/2019; please locate the chart on e-net. As a reminder, any work performed not addressed in the contract may be referenced in this chart to determine compensation. If work is not specifically listed, please consult with ECCFA to ensure fair compensation and avoidance of individual bargaining.

ADJOURNMENT at 4:50 pm. Les McTighe moved to adjourn. Mary Elfring seconded. Meeting adjourned.

Senate Meetings for AY 2018-2019: 3/13, 4/10, 4/24, 5/8

COMMITTEE REPORTS

The Emergency Management Advisory Committee met on Tuesday, Feb.19. Here is a summary of discussions and decisions.

Fire Drill Testing - As has been communicated already, testing will take place in April. The testing procedures have been revised from an all campus approach to a more focused series of buildings that will take place over a period of time. This minimizes disruption but, equally important, is a better test of actual emergency conditions.

Special Needs Situations - Work has been underway to anticipate and systematize procedures for staff, students and guests who have special needs. Much of the work involves developing a flow to ensure that needs are identified and resources to meet them can be promptly delivered.

Technology Exploration - The committee is evaluating supportive technologies - such as extensions to the current RAVE system that could assist in identifying and providing early alerts.

Communications - Visits with student groups and classes have helped to identify workable methods for communicating emergency information. Students have emphasized ease of use and simplicity for emergency information. A short video is in production.

The team will convene again in March.

Submitted by John Karnatz

Postcard Party Information

To be successful the following is required:

- Individuals who are willing to host, at a convenient date and time, a party of our members to write postcards. It does not require much from the host other than perhaps providing some coffee/cookies/etc. and some pens.
- Postcards would be provided
- A brief message template including a couple of points about why a candidate is a good choice for labor and ECC would be provided
- Addresses to be written on the postcards would be provided
- Cards would be signed by individuals rather than as ECCFA, e.g.: Ellie, St. Charles
- The host would mail the cards when completed

ADDENDUM: Proposed DRAFT Guidelines

****DRAFT****

Bereavement

1. Death of a current ECCFA member, or retiree who was an ECCFA member upon retirement.
 - a. ECCFA will support communication of information to the membership.
 - b. On behalf of ECCFA, the secretary will send a card to family.
 - c. The treasurer will purchase a Pathway to Knowledge Brick. Current pricing:
 - i. Pathway Brick: \$50
 - ii. Outer Circle: \$150
 - iii. Inner Circle: \$200
 - d. If member held ECCFA leadership position, consider:
 - i. Outer circle for former officers
 - ii. Inner circle for ECCFA all other recognized leadership positions
 - e. Funding Options:
 - i. ECCFA Budget Line Item

- ii. Establish a “Bereavement Fund”
 - i. Solicit contributions in advance
 - ii. Solicit contributions following announcement; excess funds will be donated at the direction of surviving family members, or to the ECCFA Endowed Scholarship
 - iii. Combination of ECCFA Budget and donations
- 2. Death of Significant Other/Life Partner/Spouse, or Child of current ECCFA member
 - a. Support communication of information to the membership.
 - b. On behalf of ECCFA, send a card to family.
 - c. Purchase a Pathway to Knowledge Brick. Current pricing:
 - i. Pathway Brick: \$50
 - d. Funding Options:
 - i. ECCFA Budget Line Item
 - ii. Establish a “Bereavement Fund”
 - i. Solicit contributions in advance
 - ii. Solicit contributions following announcement; excess funds will be donated at the direction of surviving family members, or to the ECCFA Endowed Scholarship
- 3. Death of Parent
 - a. Support communication of information to the membership.
 - b. On behalf of ECCFA, send a card to family.

Retirement

Upon retirement from Elgin Community College of all full time and unit adjunct faculty, the ECCFA will take the following actions:

1. ECCFA will support communication of information to the membership.
2. The secretary will send a congratulatory card.
3. ECCFA will not finance retirement parties.

Support for Job Actions & Union Awareness Activities

1. District 509: Unions in Education
 - a. Send letter of support
 - b. Participate in Job Action activities
 - c. Contribute \$100 if union is on strike
 - i. Funding Options: a) ECCFA Budget as there are no legal restrictions, or, b) ECCFA COPE Budget
2. Unions belonging to Elgin Trades Council
 - a. Send letter of support
 - b. Participate in Job Action Activities
3. State of Illinois: Unions in Education
 - a. Send letter of support
4. Union Awareness Activities supported by IFT, AFT, or Elgin Trades Council
 - a. Support communication to the membership of event details
 - b. Solicit volunteers to participate in the event

- c. Direct funds to support participation as need for expenses associated with travel to activities more than 90 minutes away from ECC.
 - i. Funding Options: a) ECCFA Budget if there are no legal restrictions, or, b) ECCFA COPE Budget

Non-Tenured Faculty Considerations

Given the rigor associated with the tenure process, and potential vulnerability of the non-tenured faculty member, it is recommend that the member refrain from certain activities. In the event of extraordinary circumstances, ECCFA may deviate from these recommendations, however, the potential impact of such should be thoroughly debated and reviewed.

1. Search Committees
2. Instructional Coordinator
3. Tenure Committees
4. ECCFA Senator (?)
5. other

District 509 Zip Codes

Algonquin	60102, 60156
Bartlett	60103, 60133
Burlington	60109
Campton Hills	60119, 60124, 60140, 60174, 60175
Carpentersville	60110
E. Dundee	60118
Elgin	60120, 60121, 60123, 60124
Gilberts	60136
Hampshire	60140
Hanover Park	60133
Lake in the Hills	60102, 60156
Lily Lake	60151, 60175
Pingree Grove	60140
Plato Center	60124
Sleepy Hollow	60118
S. Elgin	60177
St. Charles	60174, 60175
Streamwood	60107
Wasco	60183
Wayne	60184
W. Dundee	60118