



September 16, 2020

Senate Meeting Minutes

Name	Div/Term	Name	Div/Term	Name	Div/Term
Kimberly Tarver (President)	Pres., 2020-2022	Kris Campbell (Parliamentarian, Grievance Co-Chair)	HP/MSE, 2020-2022	Danielle Straub	UAF2, CABS, 2020-2022
Ellie Swanson (1 <sup>st</sup> VP, Sentinel Team)	LRIE/A/CEWD, 2019-2021	Jessica Carpenter (Social Media Coordinator)	CABS, 2020-2022	Baudelaire Ulysse,	UAF2, LVPA, 2020-2022
Len Fitzpatrick	SBCT, 2020-2022	Pat O'Brien	CABS, 2019-2021	Terri Birch (2 <sup>nd</sup> VP, Membership)	UAF2, LVPA, 2020-2022
Patrick Gordon (COPE Chair)	SBCT, 2020-2022	Ruby Sanny	CABS, 2019-2021	Tammy Ray (Webmaster)	UAF2, SBCT, 2019-2021
Clark Hallpike	SBCT, 2020-2022	Manuel Salgado	CABS, 2019-2021	Diane Flahaven	UAF2, HP/MSE, 2020-2022
Mary Arndt (Secretary)	HP/MSE 2020-2022	Greg Wheaton	HPMSE, 2020-2022	Kate Thommes	UAF2, ABEC, 2019-2021
Susan Robinson	LVPA, 2019-2021	Susan McGrath	UAF2, HP/MSE 2020-2022	Daniel Hernandez (3 <sup>rd</sup> VP)	UAF2, HP/MSE, 2020-2022
Les McTighe	LVPA, 2019-2021	Mae Hicks-Jones	UAF1, SBCT, 2020 - 2022	Jeffrey LaRocque	UAF2, LVPA, 2020-2022
Luis Martinez (Chief Negotiator)	HP/MSE, 2020-2022	Robert Long	UAF1, LVPA, 2020-2022	Janice Petit- Sollenberger	UAF2, LVPA, 2020-2022
Steve Wood (Treasurer)	NON-VOTING 2020- 2022	Amanda Smothers	UAF1, CABS, 2020-2022	Tara Latto	UAF2, HPMSE, 2020-2022
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**CALL TO ORDER**

**ABSENT:** Susan McGrath, Steve Wood, Chris Newman substituted for Robert Long

Guests: Elizabeth Becker, Marc Beth, Ryan Kerr, Dave Lawrence, Peggy LeMoyné

**ANNOUNCEMENTS:**

**Secretary's Report: Mary Arndt**

- Approval of September 2, 2020 Minutes and September 9, 2020 Special Meeting Minutes.  
Ellie Swanson moved to approve the 9/2/20 minutes. Kris Campbell seconded. Motion approved.  
Ellie Swanson moved to approve the 9/9/20 minutes. Kris Campbell seconded. Motion approved.

**Treasurer's Report: Steve "Woody" Wood**

No report.

## **President's Report: Kimberly Tarver**

- Attending Negotiations meetings (Team and Table)
- Meetings/discussions with VP TLSD & CHRO: topics include: compensation issues, campus safety, virus exposure reporting, and technology resources. faculty support for transition to remote, Tenure process/classroom observations, Faculty Development & Travel, CETL offerings, Preferred Name/Dead Name issues, Director of Labor Relations, Search Committee Questions, Anxiety & Stress
- Resumed meetings with Dr. Sam: topics include Emeritus Status benefit transition, Preferred Name/Dead Name issues, IT & Distance Learning kudos and advocate for supports, ADA Accommodations for Students & Faculty Support, Safety/COVID-19 issues & Safety Committee, BLM & Affinity group support
- Attended Committee of the Whole and BOT meeting
- Attended Representative Karin Villa Education Advisory Council Meeting
- Pathway of Knowledge Brick Acknowledgements: Howard Russo, Vince "Vinny" Vazza and Donna Johnson-Leonard
- Notice from HR: Based on the Executive Memorandum signed by President Trump, the implementation of the employee payroll tax deferral is optional (not mandatory) for employers. Due to the potential unnecessary risk to ECC, we have been advised by our General Counsel that ECC should opt out of such payroll tax deferrals. To paraphrase this advice, the payroll taxes are deferred not eliminated. The hardship it could place on the employees is the recouping of those funds if this deferment is not made permanent. ECC will be force to recall that money from employees at the same time we are collecting current taxes. It will feel like double taxation to the employees. ECC would be responsible for recouping those taxes starting in January as well as paying for any employees who left during that period. There is also the administrative task of changing the payroll system now, then resetting the system in January. Finally, most employers nationally are opting out of this program as well.
- Consult with IFT Rep Lynnette Sculca: ECCFA is not subject to FOIA requests.

Kim Tarver discussed an idea that is being investigated: a possible paid mentoring program for faculty to serve as mentors to support other faculty when it comes to needing help with Distance Learning and other issues.

## **1<sup>st</sup> Vice President's Report: Ellie Swanson**

- Fielded questions from faculty on various topics.
- Multiple/emails/zoom meetings/phone calls regarding the current situation and faculty needs.
- Participated in negotiations for spring MOU and fall MOU.
- Participated in team meetings and table negotiations for current contract negotiations.
- Participated in safety committee meetings.
- Conducted faculty tenure orientation meeting jointly with ECCFA President.
- Participated in meeting with VP TLSD and CHRO regarding multiple issues including: compensation issues, campus safety, virus exposure reporting, and technology resources.
- Attended special meeting of BOT.
- Attended COW and BOT meetings.

**2<sup>nd</sup> Vice President's Report: Terri Birch** No report.

**3<sup>rd</sup> Vice President's Report: Daniel Hernandez** No report.

## **Committee Reports**

### **Negotiations: Luis Martinez**

Peggy Heinrich sent out information in an email regarding the Memorandum of Agreement reached between the Administration and ECCFA. Luis discussed rationales for some of the agreements that were made.

The team is now on a one-week break. Meetings will then resume to discuss terms of the next contract. The current contract expires on 12/31/20.

**Grievance: Co-Chairs: Tim Anderson & Kris Campbell**

Issue being investigated (especially for Career Tech and ABEC departments): Was anyone denied the incentive for synchronous teaching or any other bonus pay? Please contact Kris Campbell or Tim Anderson regarding this matter.

Patrick Gordon moved to adjourn to COPE. Luis Martinez seconded. Motion approved.

**COPE: Chair, Patrick Gordon**

The ECCFA Senate met with the candidates Nazneen Hashmi and Adriana Barriga-Green at the last Senate meeting. Since then, Patrick had discussions with BOT members Jeffrey Meyer and Donna Redmer. Both expressed a willingness to meet. Both thought it is premature to meet with ECCFA at this time since signatures for candidacy cannot begin to be collected till 9/22/20.

Discussion ensued regarding how to create a signature-collection campaign for candidates.

Discussed timing of endorsement of candidates.

Jessica Carpenter proposes we proceed with a plan for drive-up signature collection for candidates we may want to endorse in the future. Patrick Gordon seconded. Motion approved.

Patrick Gordon moved to adjourn from COPE. Luis Martinez seconded. Motion approved.

**Elections & Committee Requests**

(Consideration of Consent Agenda for items 1-7) Kris Campbell moved to take items 1 – 7 below as a consent agenda. Pat O'Brien seconded. Motion approved.

Kris Campbell moved to approve consent agenda, items 1 – 7. Luis Martinez seconded. Motion approved.

**Openings:**

Senate has 1 opening for UA1

Faculty Development Committee has openings for UAF (3) and CABS (1)

1. Chris Purdy, Tenure Committee: Instructional Coordinator Abby Bailey, Dean's Choice Nicole Scherger, Faculty Choice Chalyce Deterding, Admin. Wendy Miller
2. Frank Cassara, Tenure Committee: Instructional Coordinator George Rosa, Dean's Choice Patrick Stewart, Faculty Choice Dave Reich, Admin. Cathy Taylor
3. Alejandro Murillo, Tenure Committee: Instructional Coordinator Gary Norden, Dean's Choice Kim Rother, Faculty Choice Jesse Bader, Admin Cathy Taylor
4. Faculty Development Committee: Openings in HPMSE (2); Soma Chattopadhyay & Naima Bahaji volunteered.
5. Curriculum Committee: Openings in HPMSE (1); Catherine Moushon volunteered.
6. Faculty representatives (3) to serve on a search committee for full time faculty, Microbiology. Volunteers include Mary O'Sullivan, Ed Kroll, Dana Kurpius
7. Faculty representative (1) to serve on a search committee for full time faculty, Anatomy & Physiology. Volunteers include Dana Kurpius
8. Faculty representatives (3) to serve on a search committee for full time faculty, Nursing. Jessica Woloszyk (pending 10/1 training), Barbara Tarin, Michelle Scheri, Margaret LeMoyné, Arturo Vazquez  
Mary Arndt moved to approve Barb Tarin and Arturo Vazquez. Les McTighe seconded. Motion approved.
9. Faculty representative (1) to serve on a search committee for ECC Police Officer. Volunteers include Todd Ramljak and Chris Sikora  
Tammy Ray moves to approve Todd Ramljak. Kris Campbell seconded. Motion approved.

## **OLD BUSINESS**

Manny Salgado and Kris Campbell voluntarily withdrew from being on the engineering faculty search committee. The committee was supposed to have convened in the summer, but it was postponed to fall 2020. Manny and Kris withdrew due to too many fall 2020 commitments. The engineering faculty search committee originally had 4 members. The remaining members, Dave Lawrence and Ted Elzroth, will serve on the committee pending completion of cultural competence training.

Jessica Carpenter discussed the topic of identifying emails that contained official ECCFA business to be designated as such. It would be a way for recipients to know that a communication is actual ECCFA business. The ECCFA Senate came to a consensus that the words: **\*\*\*Official ECCFA Communication\*\*\*** will be inserted at the beginning of every email sent, dealing with official ECCFA business.

## **NEW BUSINESS**

Parliamentarian report: This report is attached at the end of these meeting minutes.

## **DIVISION ISSUES**

### **ADJOURNMENT**

Kris Campbell moved to adjourn. Diane Flahaven seconded. Meeting adjourned.

**ECCFA Senate Meeting Schedule:** 3:15-4:45 p.m., 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 10

## **COMMITTEE REPORTS:**

### **Parliamentarian's Report for 9/2/2020**

We follow Robert's Rules of Order 11th edition as dictated by Article X of the ECCFA constitution.

1. Special motions (aka how to ask questions or raise challenges properly)
  - a. Point of Order - any Senator can call a point of order and it requires no second. This is used when something is happening that is in violation of parliamentary procedure and it takes precedence over any current discussion.
  - b. Point of Inquiry/Request for Information - any Senator can call a point of inquiry and it requires no second. This is addressed to the President and is used if you are unsure of what you are supposed to do or what the proper procedure is in any given situation. It takes precedence over any current discussion.
2. There should be no discussion among the members of the Senate without a motion on the floor. Motions can include a proposed course of action or simply a motion to open discussion.
  - a. Officers (President, VPs, Treasurer, Secretary) cannot make any motions during their reports but can make a request/invite someone else to make a motion.
  - b. Committee chairs or designated representatives reporting to the Senate can make motions during their report time.

- c. Any Senator can make a motion at any point in the Senate meeting as long as there is not currently a motion on the floor and the floor does not currently belong to someone else (such as during a report) unless the person speaking has made the invitation to make a motion.
  - d. Members of the bargaining unit who attend Senate meetings cannot make motions - they should communicate with one of the Senators if there is something they want brought to the floor.
3. For a motion to be considered on the floor:
- a. A member of the Senate makes a motion (the President and the Treasurer are not Senators and so cannot make motions).
  - b. The motion needs a second to move forward. If no second is made, the motion dies on the floor without discussion. Any Senator can second any motion that they themselves did not make.
  - c. Once a motion is made and seconded, it requires an affirmative vote (a simple majority) to move forward. If a motion fails to meet this threshold, it is dead on the floor and the Senate moves on.
4. Motion to discuss:
- a. Needs to be made, seconded, and a simple majority affirmative vote to open discussion.
  - b. Discussion is restricted to actions. Any attacks on motivations, personalities, or integrity of members of the Senate or members of the bargaining unit are out of order and subject to disciplinary action by the Senate.
  - c. Each member of the Senate has an opportunity to speak once on the motion. No one has to speak if they don't want to or if they have nothing new to contribute to the discussion. Members should only speak if they have something to say that has not already been said. Members who speak only to repeat what has already been said are out of order.
  - d. Once each member has had the opportunity to speak the first time through, everybody gets a chance to respond to the comments following the same guidelines as (b).
  - e. No cross talk or table talk is allowed (no back and forth between Senators). All comments are directed to the President rather than individual Senators. If you have an overwhelming need to address a comment made by another Senator, you must request permission from the President to do so. The President decides whether or not this will be allowed in each situation.
  - f. If anyone thinks more discussion than this is needed, it requires a two-thirds affirmative vote by Senators to extend debate.
5. A motion requesting an action by the Senate requires a second before discussion begins. Discussion follows (b)-(e) in (3). Once two rounds of discussion have taken place, one of the following must occur:
- a. A  $\frac{2}{3}$  affirmative vote to extend debate
  - b. A "call the question" to end debate requires a  $\frac{2}{3}$  affirmative vote to end debate (the Parliamentarian thanks Senator Salgado for pointing out our improper use of this by the Senate in the past).
  - c. A motion to lay on the table - must be seconded, is not debatable, and requires a simple majority to affirm.
  - d. A vote to either adopt or reject the motion. A basic rule of thumb (there are exceptions, but RONR is 716 pages long and this is meant to be a short primer for people) is that new actions require a simple majority and overturning or modifying previous decisions require a  $\frac{2}{3}$  affirmative vote.
6. Business that the Senate can conduct through email rather than at a regular meeting is detailed in Article V Section 15 of the ECCFA Bylaws in the constitution:

- a. the communication of official ECCFA/Senate business.
- b. the casting of votes regarding official Senate business.
- c. the nomination of ECCFA members to positions of service.

Proposals for consideration and discussion of Senate business other than these are restricted to regular Senate meetings or they are out of order. Communication of Senate business should come through the ECCFA officers (President, VPs, Secretary, and Treasurer).

7. If any Senator or member of the bargaining unit wishes to level charges of misconduct or abuse of power against any Senator or officer of the Senate, there is a proper process to be followed. Disciplinary charges can result in censure, a fine, removal from office, or expulsion from the ECCFA. There are two categories of offense - those that occur within Senate meetings and those that occur outside of Senate meetings.
  - a. If misconduct occurs in a Senate meeting, any member can make a motion to call the member to order. If the conduct continues, the President can issue a warning to the member to follow the code of conduct. If the warning is ignored, the member can be removed from the meeting. If immediate action isn't taken, the process is the same as if the misconduct occurred outside a meeting. Such things that a member can be called to order on include:
    - i. Repeated failure to follow parliamentary procedure.
    - ii. Failure to address comments and questions through the President.
    - iii. Comments that attack the integrity, motives, or personality of members rather than addressing actions.
  - b. Because a member may not be found guilty of the charges leveled, no public discussion or public accusations are made until a proper investigation has been conducted. Failure to follow this is, in itself, a disciplinary offense. All charges should be leveled in a closed session of the Senate to preserve confidentiality and should not include any names or details beyond the bare minimum necessary to convey the charges.
  - c. When charges are leveled, a judiciary committee is formed to investigate the charges. This investigation includes, at a minimum, interviews and evidence gathering from both the accuser(s) and the accused.
  - d. The judicial committee submits a report with their findings in a closed session of the Senate wherein they either find no cause to move forward or else a call to hold a trial. Details will be laid out for trials by the Parliamentarian should we come to that.