

November 25, 2020

Senate Meeting Minutes, Final, Revised with Correction

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	OPEN	UAF2 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	OPEN	UAF1 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
XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	OPEN	UAF1	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX

**CALL TO ORDER: 3:16 PM**

**ABSENT:** DANIEL HERNANDEZ, MAE HICKS-JONES, TARA LATTO, PAT O'BRIEN, RUBY SANNY, AMANDA SMOTHERS, GREG WHEATON

**GUESTS:** DAWN MUNSON, ARMANDO TREJO

**Secretary's Report: Mary Arndt**

- Approval of November 11, 2020 minutes.
- Kris Campbell moved to approve. Manuel Salgado seconded. Motion approved with 2 abstentions.

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

A status report was sent to the Senators. No discussion ensued.

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

- Inquiry regarding Professional Expense & Professional Development; they are not pensionable earnings
- Met with VP Peggy Heinrich & CHRO Anthony Ray. Topics Include: emeritus status for retirees, retirement FAQs, surveys, Tenure & Evaluation processes, IDES Fraud, MS Office software price hike, Accessibility Committee, Juvenile Justice Center programming, Summer & Fall Registration de-coupling, 4.30 Safety Training, Chief Diversity, Inclusion & Equity Officer posting in January, Zoom Forum with VP
- Attended Grievance meetings
- Attended Negotiations meetings
- Attended HR Search Committee Task Force
- Attended Safety Committee
- The Assessment Strategy Team's first meeting was rescheduled to December 4.

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

- Fielded questions from faculty on various topics.
- Resolved individual issues.
- Multiple/emails/zoom meetings/phone calls regarding the current situation and faculty needs.
- Participated in team meetings and table negotiations for current contract negotiations.
- Participated in safety committee meetings.
- Participated in meeting with VP TLSD and CHRO regarding multiple issues including: emeritus status, MS Office purchase, summer/fall registration, and open forum with VP TLSD.

**2<sup>nd</sup> Vice President's Report: Terri Birch:** Working on the list of members for negotiation purposes.

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

### **Committee Reports**

**ECC Foundation Liaison: Clark Hallpike** – ECC Foundation will have its quarterly meeting next Thursday. Clark was asked to submit a report to reflect the direction of the faculty. Contact Clark with suggestions.

**Negotiations: Luis Martinez** – A tentative agreement was reached. The ratification meeting will be held virtually on Saturday, 12/5/20 at 1 pm. Watch for an email from Ryan Kerr for further information.

**Grievance: Co-Chairs: Tim Anderson & Kris Campbell** – Still working on some issues. Nothing specific to report at this time.

Patrick Gordon moved to adjourn to COPE. Tammy Ray seconded. Motion approved.

### **COPE: Chair, Patrick Gordon**

Progress was made with obtaining signatures at the drive-up signature campaign for BOT candidates Adriana Barriga-Green and Joyce Fountain, at Danny's on Douglas in Elgin. It was held outside. Past and present ECCFA members were in attendance.

Kate Thommes and Tammy Ray have also expedited collection of signatures on their own.

We still don't know if the 2 incumbents, Dr. Donna Redmer and Jeffrey Meyer, will file for candidacy.

Kris Campbell moved to adjourn from COPE. Patrick Gordon seconded. Motion approved.

## Elections & Committee Requests: No Action Required

1. Elections Committee volunteers requested: The constitution requires: (1) Chair, (1) Full Time Member. It is also recommended that 3 additional at-large members serve to support the Elections Committee with varied tasks associated with elections.
2. ECCFA Senators: 2 UAF1 and 1 UAF2 openings

## OLD BUSINESS

### 1. ECCFA ASSESSMENT TASK FORCE: NEXT STEPS- RECRUIT & APPOINT (#) FACULTY

ECCFA approved a task force charged with developing a proposed process of disaggregating data as related to student success outcomes with the following three caveats:

1. The plan will not include any use of these data for evaluative or disciplinary purposes.
2. The final draft will be presented to Senate for approval.
3. Gaps that are found would not imply faculty fault.

Kim Tarver asked for more volunteers to serve on this task force. Baudelaire Ulysse volunteered.

A call will go out to ask other ECCFA members to join; a diverse group for broad representation will be the intended outcome. We are trying for a group of 7 members.

Kim Tarver will send an email to ask for approval for volunteers or it will be addressed at the next ECCFA Senate meeting.

2. **ECCFA Guidelines: Proposed Changes?** See end of the agenda for the guidelines that were approved by ECCFA Senate in October 2019. Kim Tarver asked for any desire/suggestions to change the guidelines. None made.

An idea was raised to commemorate all those who have been lost in 2020. Luis Martinez volunteered to communicate to those in the art and welding departments to create something for this commemoration.

## NEW BUSINESS

1. ECCFA Slide: Volunteer? Kim Tarver asked if anyone was interested in creating an ECCFA slide for the initiative below. Dawn Munson volunteered.

ECC now has a new way for you to help celebrate our December 2020 graduates: Personalized slides! Using [this tool](#), you can create a slide with your message of congratulations, words of wisdom, or favorite quote. Watch a quick tutorial on using the template tool [here](#). If you cannot use the tool, you can send your photo and message to [news@elgin.edu](mailto:news@elgin.edu) and we'll take care of the rest! These slides will run before the premiere of the commencement ceremonies on Saturday, Dec. 19. **Please submit your slide no later than 5 p.m. on Tuesday, Dec. 1**

2. Inquiry regarding college access to Zoom activities and loaner technology including laptops  
Kim Tarver was asking if any members have any issues with Zoom.

Jessica Carpenter discussed timing out issues with virtual office hours through Zoom.

Baudelaire Ulysse discussed a privacy agreement he agreed to from Microsoft. He read in the agreement that the institution has the right to access what you are doing. He proposed the question: If a faculty member agrees to use Microsoft, does this mean the faculty member is also giving consent for administrators to access our courses/meetings? Discussion ensued about having the same protections in online and hybrid courses as we have in the face-to-face courses. This topic is on the list for Kim Tarver to discuss with Peggy Heinrich.

Kim Tarver raised the topic of some kind of a virtual end-of-the-year party and contributing to a charitable cause. Any ideas are to be sent to Kim Tarver.

## **DIVISION ISSUES**

**ADJOURNMENT:** Mary Arndt moved to adjourn. Luis Martinez seconded. Motion approved. Meeting adjourned.

**ECCFA Senate Meeting Schedule:** 3:15-4:45 p.m. December 9; 2021 January 13, January 27, February 10, February 24, March 10, April 7, April 21, May 5, May 10

## **ADDENDUM**

ECCFA: Suggested Guidelines (Adopted October, 2019)

### **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. In the absence of expressed alternative preference by family, 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. Inner circle for former officers
    - ii. Outer circle for ECCFA all other recognized leadership positions
    - iii. Pathway brick for all former members
  - e. Funding Options:
    - i. ECCFA Budget
    - 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. ECCFA will support communication of information to the membership.
  - b. On behalf of ECCFA, the secretary will send a card to family.
  - c. In the absence of expressed alternative preference by family, the treasurer will purchase a Pathway to Knowledge Brick. Current pricing:
    - i. Pathway Brick: \$50
  - d. Funding Options:
    - i. ECCFA Budget

- 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. ECCFA will support communication of information to the membership.
  - b. On behalf of ECCFA, the secretary will 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.

### **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 recommended 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. Tenure Committees
- 3. ECCFA Leadership positions as defined in the constitution
- 4. Other(?)