

December 9, 2020

Senate Meeting Agenda

| 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 st 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 nd 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 rd 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 | XXXXXXXXXXXX | OPEN | UAF1 | XXXXXXXXXXXXXXXX | XXXXXXXXXXXXXXXX |

Guests: Ryan Kerr, Dave Lawrence, Dawn Munson, Antonio Ramirez

Absent: Len Fitzpatrick, Mae Hicks-Jones, Tara Latto, Pat O'Brien, Ruby Sanny,

Announcements:

Susan Robinson: ECC Theatre's Production of As You Like It virtually on December 12, 2020 at 6 p.m.

[Event Link](#) [Facebook Link](#) More Information at elgin.edu/ayli

Secretary's Report: Mary Arndt

- Approval of November 25, 2020 minutes. Kris Campbell moved to approve these minutes. Luis Martinez seconded. Baudelaire Ulysse made a correction: in New Business, the privacy agreement was from Microsoft, not Zoom.

Treasurer's Report: Steve "Woody" Wood

- In collaboration with President Kim Tarver, responded to information request from Baudelaire Ulysse for past 5 years of data disaggregating total dues paid by full time members and adjunct members. Provided data for 2019. For 2020, that information will be available in January 2021.

President's Report: Kimberly Tarver

- Did not meet with VP Peggy Heinrich & CHRO Anthony Ray; scheduled for 12/11/2020
- Met with Dr. Sam: topics include COVID 19 Recognition/Commemorative activity; Dr. Sam acknowledged the faculty and is appreciative of our work. He is concerned about burn out and stress. He is asking for ideas to share his support. Home office equipment and funding; follow up with how to access discretionary funds; discussed impact of professional expense benefit flat since 2009 at \$750;
- Attended Grievance meeting
- Attended Committee of the Whole and Board of Trustees Meetings. Thank you 10-12 faculty members in attendance. Highlights include CBA Extension Ratification; Revision to Alliance for College Readiness moving to Governing Board for Alliance for College, Career and Student Success; Transfer \$15 million from ed fund to employee benefits to support underfunded pension liability; \$25 million from the state for New Manufacturing Center
- Attended Negotiations & Ratification meeting; 126 members present; ratified with 123 ayes and 3 nays.
- Attended HR Search Committee Task Force: revised diversity question for employment application; working on search committee process
- Attended Assessment Strategy Team meeting; anticipate "listening session" for Senate and other faculty groups; concern with HLC criteria related to engaging faculty in assessment
- Monitoring issues related to summer schedule- calendar and sync/async instruction
- Responding to/redirecting/delegating member questions
- Responding to multiple faculty in response to Professor White's email on December 4, 2020
- Email communication with member clarifying "ECCFA OFFICIAL COMMUNICATION"
- Inquiry regarding college access to Zoom activities and loaner technology including laptops. Limited IT staff/techs have admin access to manage ECC's Institutional Zoom accounts. IT admins can access each user in order to assign licenses, edit settings, troubleshoot account issues, etc. An IT admin can view the details of scheduled meetings and past meetings if they navigate and click into those menus, but there is **no way** to silently join a call without notifying the host. Even an IT admin with full access to the Zoom platform would need to join the call like anyone else with an invite link sent by the host. There are also a good amount of analytics and reports available which will track IPs, meeting attendees, etc. An IT admin can access recordings saved in the cloud. The only known incident access a recording made by Director of Professional Development. Administrators such as deans, associate deans, directors, etc... do not have permission, access, nor capability to "access, view, monitor, and otherwise assess any call/meeting/synchronous class sessions/office hours, voice or video, that is hosted on the ECC-licensed Zoom software.
- Regards to Retiring Faculty Mary Arndt, Nursing and Donna Garcia, Biology. Thank you for all you have done for students, faculty and for ECC. Well Done!
- Welcome to New Full Time Faculty! Congratulations to:
 1. Dr. Rituparna Saha – Instructor of Chemistry
 2. Dr. Soma Chattopadhyay – Instructor of Engineering
 3. Mr. Chad Pearion – Instructor of Biology (Microbiology)
 4. Dr. Charles Dakarian – Instructor of Biology (Anatomy and Physiology)
 5. Ms. Jackie Dalke – Instructor of Nursing
 6. Mr. Thomas Limberis – Instructor of Welding

7. Ms. Lisa Hodson – Instructor of Nursing
8. Ms. Elizabeth (Beth) Hultman – Public Services Librarian

Regarding surveillance of teachers in their online class on the Zoom interface – Michael Chahino stated no one can go into the instructor’s course without the instructor’s permission.

Summer schedule: The summer schedule is 9 weeks instead of 10 for summer 2021. Will impact 5-week courses.

Asynchronous vs synchronous is at the faculty member’s discretion for an online course.

Anticipate that Annamarie Schopen will be addressing Senate in the future for faculty input.

1st Vice President’s Report: Ellie Swanson

- Fielded questions from faculty on various topics.
- Resolved individual issues and working on more.
- Multiple/emails/zoom meetings/phone calls regarding the current situation and faculty needs.
- Participated in team meetings and table negotiations for current contract negotiations.
- Assisted with contract ratification meeting.
- Participated in safety committee meetings.
- No meeting with VP TLSD/CHRO in this time period.

2nd Vice President’s Report: Terri Birch:

Attended negotiation meetings, ratification meeting and finance committee meeting.

Working with Luis M. for faculty development information for adjuncts

i.e. Adjuncts cannot receive funds upfront for professional expense

Responded to faculty emails

Terri is not getting any response from HR for a list of unit adjunct 1 teachers. Kim Tarver to address with Anthony Ray.

3rd Vice President’s Report: Daniel Hernandez Fielded questions regarding ratification of new contract.

Committee Reports

Negotiations: Luis Martinez The team will continue to work to clarify items in the extension of the contract. The contract extension was ratified by ECCFA on 12/5/20 at a member meeting. It was ratified by the BOT on 12/8/21. It will run for 2 years from 1/1/21 through 12/31/22.

Grievance: Co-Chairs: Tim Anderson & Kris Campbell No new updates at this time.

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

COPE: Chair, Patrick Gordon

- The 2 BOT candidates, Adriana Bariga-Green and Joyce Fountain, will file the appropriate documents on Monday. Then we have several strategies of communication – door hangers, etc.
- Antonio Ramirez: Ideas for supporting the candidates for BOT.
Software Turbo Vote was bought by ECC last year. He talked about using Turbo Vote to help students to register to vote. The website advises on how to vote in the district. Student Government is open to partnering with ECCFA and SEECA to encourage students to register and vote. Faculty discussed how we can encourage our students to use this website.
ecc.turbovote.org to be more involved with the political process. Faculty may choose to place the link to this site in D2L. Patrick cautioned all to be careful of not expressing political views.

Kim Tarver to investigate common language faculty can use to communicate this website to students.
Clark Hallpike encouraged faculty to think of a list of people to reach out to – to encourage people to vote.

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

Elections & Committee Requests: No Action Required

1. SENATE SECRETARY NEEDED! There is one volunteer. This person need not a member of the Senate. Dawn Munson volunteered.
Kris Campbell moved to approve Dawn Munson as ECCFA Secretary. Terri Birch seconded. Motion approved.
2. 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.
3. ECCFA Senators: 2 UAF1 and 1 UAF2 openings. We will be enforcing attendance requirements.
4. **ECCFA ASSESSMENT TASK FORCE: NEXT STEPS- RECRUIT & APPOINT UP TO 7 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.

Volunteers include: *Please count me in as a volunteer for the ECCFA Assessment Task Force- **Baudelaire Ulysse**; I would be interested in joining the task force regarding student outcome data on disaggregating it by course, race/ethnicity and gender- **Joe Rosenfeld**; **Ryan Kerr**; I am interested, I hope that 25 years of clinical academic and counseling experiences serve the committee and the set goals of the faculty, staff, and administrative concerns in this particular topic. Thanks for the request, and possible participation in this important gathering team- **Prof. Arturo Vazquez Jr.**; Just to formally confirm, please include my name as a nominee for this task force- **Manuel Salgado Jr, PhD.**; Indeed, I am very interested in serving on this Taskforce. I believe that this data is needed for my own self-improvement. As faculty, I am excited that we are taking the lead in this important area- **Susan Timm**; I previously served as a co-chair of the SSI student retention taskforce and, in that capacity and throughout my time at ECC, have sought to improve the success of students from traditionally marginalized groups, including students of color. This issue, moreover, is important to me as one of the few African American faculty members in the full-time unit. Additionally, I am a long-time member of the senate and served as ECCFA's chief negotiator for approximately four years. As a member of the ECCFA assessment taskforce, I will bring to bear both my longstanding dedication to student success and my understanding of the contract- **Patrick Gordon.***

Kris Campbell move to approve the above volunteers. Jessica Carpenter seconded. Kris Campbell asked to consider expanding the list for those who represent underrepresented areas. Motion approved.

Dan Kernler offered to act as a consultant as needed. He will be on sabbatical in the Spring 2021 semester.

OLD BUSINESS

1. END OF SEMESTER PARTY DETAILS (JESSICA CARPENTER). LAST NIGHT, JESSICA INVITED THE BOT MEMBERS.
THE PARTY WILL BE HELD VIRTUALLY ON THURSDAY, 12/17/20, BEGINNING AT 5 PM. SEE EMAIL FOR FURTHER DETAILS.

NEW BUSINESS

1. Direct any member or employee who is experiencing the "threats, acts of intimidation and acts of retaliation" described in Professor White's email is to immediately contact Human Resources. It is a legal obligation to report to HR any threats, intimidation or acts of retaliation.

2. Members are asked to review the following documents (See ADDENDUM)
 - a. [ECCFA Diversity Statement](#)
 - b. [ECCFA Constitution & Bylaws \(purpose & objectives\)](#)
 - c. IFT Professional Conduct Policy
3. Senate response to membership in reference to Professor White's email
4. Senate response to Professor White

Luis Martinez moved to make an investigation into the alleged charges in Professor White's email and provide a proper response to it. Jessica Carpenter seconded. Motion approved.

Patrick Gordon moved for a statement to be sent to faculty from ECCFA (via Kim Tarver) as a response to comparisons made in Professor White's email. Jessica Carpenter seconded. Motion approved.
Send ideas to contribute to this statement to Kim Tarver.

5. Proposed Bylaw Change: Article V Procedures for the Senate (submitted by Jessica Carpenter).

Article V Procedures for the Senate

Section 16. Communications from ECCFA Senators and ECCFA Committee chairs about ECCFA business should follow the following guidelines:

1. Mass e-mails (to entire sections of the unit- UAF1, UAF2, Full Time, and/or college-wide) about ECCFA business are subject to a review process.
 1. E-mails addressed an entire section of the unit need approval from the Vice President of that unit. If said Vice President is not available, the President may approve in lieu.
Emails addressed to multiple units, all units, or everyone on campus need approval from the President of the Union.
2. Informative emails about actions that have been approved by the senate or emails the senate at large has requested to be sent do not require an approval process (this applies both to mass emails and to constituency group emails)
3. All emails being sent by an ECCFA Senator or ECCFA Committee chair about ECCFA business should start with ****Official ECCFA Communication**** at the beginning of the body of the email.
4. When sending a mass email, the BCC field should be used to address the recipients.

Jessica Carpenter will email an updated version of the above Proposed Bylaw Change

DIVISION ISSUES

Announcements: New Calendar for BOT meetings. Alison Douglas will send emails regarding upcoming meetings.

ADJOURNMENT

Tammy and Terri

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

ADDENDUM:

IFT Professional Conduct Policy

IFT Professional Conduct Policy, which prohibits discriminatory, harassing or otherwise unacceptable behavior in the workplace and at any IFT activity, event or meeting, even if the conduct does not rise to the level of violating the law. The IFT is committed to providing a positive and respectful environment that is free of discrimination and harassment, regardless of an individual's race, ethnicity, religion, color, sex, age, national origin, sexual orientation, disability, gender identity or expression, ancestry, pregnancy or any other characteristic protected by law. We ask all members to conduct themselves consistent with the values of equity, equality and professionalism.

[ECCFA Diversity Statement](#)

"The mission of Elgin Community College is to improve people's lives through learning." The Elgin Community College Faculty Association (ECCFA), as well as all of the ECC community, knows that learning in a college environment happens outside the classrooms as well as within them and from many sources other than books. We learn from each other. This awareness helped to form our Shared Values of Excellence, Freedom of Inquiry, Equity, Ethical Practices, Accountability, Respect for Diversity, and Community Engagement. The ECCFA confirms these ideals in its work with ECC's students every day. Furthermore, the ECCFA respects diversity and values such perspectives among all of the college's constituencies—students, staff, administrators, and faculty. Diversity has a powerful role in education, and the ability to accept differences is a necessary life skill. Being knowledgeable and respectful of human variety in all its forms is fundamental to all students' educational background. In order for students to achieve their dreams, they must accept and respect diversity of all kinds, and they must be allowed to feel safe and included and accepted by the entire college community. We, as faculty, realize that we must promote and model the acceptance of our very diverse college population. Ultimately, the Elgin Community College Faculty Association believes that any acts of intolerance or aggression toward individuals or groups because of their particular race, creed, color, national origin, gender, marital status, disability, sexual orientation, gender identification or age are always completely unacceptable in a community such as the one we all strive to create and maintain at ECC. We believe in an open and accepting atmosphere where diversity is not merely accepted but embraced and celebrated. We trust that all of the ECC community shares this philosophy so that all of our lives will continue to be improved through learning.

[ECCFA Constitution & Bylaws](#)

PURPOSE

ECCFA is a professional association of college educators employed by Elgin Community College, District No. 509 of the State of Illinois and is authorized by its constitution to engage in any and all activities that promote educational processes and the welfare of its members. As the representative of the faculty of Elgin Community College, it seeks to effectively serve the educational needs of the residents of Community College District No. 509 by identifying and solving educational problems, by encouraging educational innovation, and by promoting and striving for a harmonious working relationship with the administration and Board of Trustees of Elgin Community College.

OBJECTIVES

To promote within faculty the highest type of professionalism.

To encourage active participation of all faculty in the solution of college problems and community needs.

To defend the rights and responsibilities of academic freedom.

To promote faculty participation in educational management.

To secure and maintain adequate salaries and working conditions.

To support tenure, sabbatical leave, retirement policies, and other policies that encourage the highest level of faculty performance.

To represent faculty in a continuing review and revision of college policy.

To suggest new policy or request statements of policy from appropriate groups.

To communicate the position of faculty to the public, students, administration, and Board of Trustees of Community College District No. 509.