

1. ATTENDANCE

	Name	Div/Term		Name	Div/Term		Name	Div/Term
✓	Lori Clark (President)	2022-2024	✓	Margaret (Peggy) LeMoynes	HP/MSE 2022-2024	✓	Diane Flahaven	UAF2, HP/MSE 2022-2024
✓	Stacey Shah (1st VP)	2022-2024	✓	Chris Cunningham (Parliamentarian)	HP/MSE 2022-2024	✓	Tara Latto	UAF2, HP/MSE 2022-2024
✓	Jessica Carpenter (Social Media Coordinator)	CABS 2022-2024	✓	Luis Martinez	HP/MSE 2022-2024	✓	Terri Birch (2 nd VP, Membership)	UAF2, LVPA 2022-2024
✓	Ryan Kerr (Chief Negotiator)	CABS 2021-2023	✓	Kimberly Tarver	HP/MSE 2022-2024	✓	Jeffrey LaRocque	UAF2, LVPA 2021-2023
✓	Ruby Sanny	CABS 2021-2023		VACANT	HP/MSE	✓	Janice Petit- Sollenberger	UAF2, LVPA 2022-2024
✓	Len Fitzpatrick	SBCT 2022-2024	✓	Les McTighe	LVPA 2021-2023	✓	Tammy Ray (Webmaster)	UAF2, SBCT 2021-2023
—	Patrick Gordon	SBCT 2022-2024	✓	Susan Robinson	LVPA 2021-2023	✓	Jason Walczak	UAF2, SBCT 2022-2024
✓	Clark Hallpike	SBCT 2022-2024	✓	Steve Wood (Treasurer)	NON-VOTING 2022- 2024	✓	Lisa Del Giudice	UAF1 2021-2023
	VACANT	SBCT	✓	Laura Haske (Secretary)	NON-VOTING 01/2021	✓	Janice Amos	UAF1, LVPA 2021-2023

Guests: Alison Douglas, Emily Healy

2. ANNOUNCEMENTS

- a. The ECCFA membership donated 71 sick days to the sick bank.
- b. Emily Kies is seeking stakeholder participation and feedback related to the development of a Recovery Annex, which is part of the Emergency Operations Plan. The Recovery Annex will address how the college will respond to disasters that impact the college and college community. (See [Addendum A](#) for a related Memorandum)
- c. The ECCFA membership is encouraged to attend Board of Trustee meetings. You can sign up to attend a meeting using [this form](#). Trustee Novak is bringing a SURS representative to speak at the October 11, 2022, meeting.

- d. The college has contracted with CLARUS Corporation to refine the college's marketing related messaging. ECC faculty and staff are encouraged to participate in a listening session. No preparation is needed.
- e. ECCFA has openings for:
 - i. Communications Liaison
 - ii. Volunteer Coordinator
 - iii. 3rd Vice President

3. APPROVAL OF MINUTES

- a. Tammy moved to approve the minutes from the September 14, 2022, meeting. Tara seconded. The motion carried.

4. TREASURER'S REPORT: STEVE "WOODY" WOOD

- a. Senators received a copy of the treasurer's report. There was no discussion.

5. PRESIDENT'S REPORT: LORI CLARK

- a. Lori met with Vice President Peggy Heinrich and CHRO Anthony Ray. Topics included: Testing Center, Food Pantry, Outlook and Zoom technological issues.
- b. Meetings: grievance, library scheduling, negotiations (full contract), ECCFA Finance meeting with Dan Kernler, Kim Tarver, and Steve "Woody" Wood, ECCFA Leadership Meeting.
- c. Completed review of evaluation forms on myelgin.edu.
 - i. The Senators discussed their disappointment and frustration about Student Life's decision to keep the Spartan Pantry for students only, making it unavailable for faculty or staff in need. Student Life explained that students expressed discomfort at the possibility of having to serve faculty that might teach them. The Senators believe that this could be an opportunity for students to build empathy and for the college and community to see that financial hardship is not just impacting students.
- d. **1st Vice President's Report: Stacey Shah**
 - i. Attended: VP/CHRO/ECCFA Meeting, Library Scheduling Meeting, Negotiations Session, and ECCFA Leadership Meeting.
 - ii. Finished looking over myelgin.edu faculty evaluation forms.
- b. **2nd Vice President's Report: Terri Birch**
 - i. Attended: CETL, SSI, Negotiations, ECCFA Executive Committee, and Collar County meeting.

- c. **3rd Vice President's Report: Vacant** - No report.

6. COMMITTEE REPORTS

a. Membership: Terri Birch

- i. HR sent UA1 list. There were only two people on it.

b. COPE: Co-Chairs: Antonio Ramirez and Mia Hardy (Lori)

- i. Janice A. moved to adjourn to COPE and Jessica seconded. The motion carried. The Senate discussed COPE topics, including a communications plan for the upcoming election season.
- ii. Janice A. moved to adjourn from COPE. Chris seconded. The motion carried.

7. ELECTIONS & COMMITTEE REQUESTS

a. Elections

- i. Search Committee: Full-Time Instructor of Physics (3 faculty members requested)
 - 1. Ted Eltzroth, Associate Professor I of Physics
 - 2. Marina Morrow, Physical Science Unit Adjunct Faculty
 - 3. Lori mentioned that Marina had not yet completed the cultural competency training. However, she is registered for the October 7, 2022, training, which will happen before the search committee begins reviewing resumes.
 - 4. Kim moved to approve the individuals listed above, with Marina's approval contingent upon completing the required training. Jason seconded. Motion carried.
- ii. Search Committee: Full-Time Instructor of Medical Imaging (3 faculty members requested)
 - 1. Angelika Stachnik, Associate Professor II of Medical Imaging
 - 2. Kimberly Tarver, Professor II of Physical Therapist Assistant
 - 3. Kim was removed to the Zoom waiting room. Diane moved to approve the individuals listed above to serve on the search committee. Janice A. seconded. Motion carried. Kim was brought back in to the meeting.
- iii. Search Committee: Dual Credit Coordinator (1 faculty member requested)
 - 1. Alison Douglas, Professor II of English
 - 2. Erin Menig, Geology Unit Adjunct Faculty

3. Alison was removed to the Zoom waiting room. Senator's discussed the role and who the dual credit coordinator would be working with. Peggy moved to approve both individuals listed to serve on the search committee. Diane seconded. Motion carried. Alison was brought back in to the meeting.

iv. Tenure Committee Substitution: Lisa Stoltenberg

1. Fred Vogt, Professor I of Biology to replace David O. Martin
2. Diane moved to approve Fred Vogt as a replacement for David O. Martin on Lisa Stoltenberg's tenure committee. Tammy seconded. Motion carried.

8. DIVISION ISSUES

- a. Lori - Remodeling Demands on Faculty. Faculty in SBCT and LVPA are being asked to attend meetings with architects related to designing buildings and building remodels. This is not compensated and is taking up faculty time. This will be brought up at the HR meeting.

9. ADJOURNMENT

- a. Tammy moved to adjourn the meeting. Janice A. seconded. Motion carried.

10. ADDENDA

a. Addendum A: September 7, 2022 - Recovery Annex Development Memo



Elgin
Community
College

1700 Spartan Drive • Elgin, IL 60123-7193 • P 847-697-1000 • elgin.edu

9/7/2022

MEMORANDUM FOR: Dr. Sam
President

FROM: Emily Kies
Senior Director of Emergency Management

SUBJECT: Campus Emergency Operations Plan's
Recovery Annex Development

The purpose of this memorandum is to seek concurrence on the development of, and announce the development of, the Campus Emergency Operations Plan's Recovery Annex led by Elgin Community College Emergency Management and to be conclude December of 2023.

1. **Plan Goal:** The CEOP Recovery Annex aims to address how the college will organize recovery efforts after any disaster that impacts the college and the college community.
2. **Plan Scope:** The plan will cover all aspects of recovery of the college and the college community.
 - i. Organizational structures used for short- and long-term recovery
 - ii. Guiding priorities of Elgin Community College during recovery
 - iii. **Address key recovery consideration for:** diversity equity and inclusion, access and fuctional needs, mental health recovery, financial recovery, cultural recovery, social recovery, and physical recovery.
3. **Project Process:** Emergency Management will write the Recovery Annex with Stakeholder in involvement throughout the process. Stakeholders will be involved in:
 - i. Meetings throughout the process.
 - ii. Initial planning meeting on 11/2/2022. The meeting will provide a project management plan detailing the Recovery Annex development timeline and process.
 - iii. In December of 2022 a 4-hour workshop, with all stakeholders, will be used to develop base principles of the Recovery Annex.
 - iv. Drafts of the Recovery Annex will be sent for input by stakeholdersThe completed Recovery Annex will be presented to the Cabinet in December of 2023.
4. **Project Involvement:** If you think your department or organization should be involved in the plan development, please contact Emily Kies at ekies@elgin.edu by end of day 9-21-2022.

Concurred by



Dr. Sam, President

Date Sept 13, 2022