

ATTENDANCE

	Name	Div/Term		Name	Div/Term		Name	Div/Term
✓	Dan Kernler (President)	2024-2026	✓	Les McTighe	LVPA 2023-2025		Tom Limberis	SBCT 2024-2026
✓	Stacey Shah	ARIT/ABEC 2024-2026	✓	Susan Robinson	LVPA 2023-2025		Terri Birch	UA2, LVPA 2024-2026
✓	Liddy Hope	CABS 2024-2026	✓	Michelle Kershner	MSE 2024-2026	✓	Tammy Ray (Webmaster)	UA2, SBCT 2023-2025
✓	Ryan Kerr (Chief Negotiator)	CABS 2023-2025	✓	Chris Cunningham (Parliamentarian)	MSE 2024-2026	✓	Katherine Fletcher (2nd VP)	UA2, MSE 2024-2026
✓	Ruby Sanny	CABS 2023-2025	✓	Luis Martinez	MSE 2024-2026		Ali Malik	UA2, MSE 2024-2026
✓	Josh Thusat	CABS 2024-2026		Dave Reich	SBCT 2023-2025	✓	Lisa Del Giudice (Comms. Liaison)	UA2 2023-2025
✓	Lisa Hodson	HP 2024-2026	✓	Patrick Gordon	SBCT 2024-2026	✓	Kimberly Tarver	HP 2024-2026
✓	Clark Hallpike	SBCT 2024-2026						
NON-VOTING								
✓	Alison Douglas (Secretary)	2024-2025	✓	Steve "Woody" Wood (Treasurer)	2024-2025	✓	Antiono Ramirez	

VISITORS

ANNOUNCEMENTS

- **Safety Drills** are now posted on my.elgin.edu:
<https://my.elgin.edu/spaces/emergency-management/safety-drills/>
 - Fire Drills: 9/10/2024 through 9/12/2024

Building	Time
A	9:00 AM Tuesday
B	10:00 AM Thursday
C	9:40 AM Wednesday

D	9:20 AM Wednesday
E	10:20 AM Tuesday
F	10:40 AM Wednesday
G	9:40 AM Tuesday
H	10:20 AM Thursday
I	10:00 AM Wednesday
J	10:00 AM Tuesday
K	9:20 AM Tuesday
L	-
M	9:40 AM Thursday
O	10:40 AM Thursday
P	-
X	10:20 AM Wednesday

- Great Shake Out - Earthquake Drill 10/17/2024 10:20 AM

OFFICER REPORTS

- **SECRETARY'S REPORT: ALISON DOUGLAS**

- Approval of [minutes from August 14, 2024](#)
- Motion to approve -- Stacey Shah
- Seconded Kim
- Minutes approved

- **TREASURER'S REPORT: STEVE "WOODY" WOOD**

- See emailed report.
- 8/31 ends fiscal year; Woody will email out final fiscal year report
- September will start a new budget

- **PRESIDENT'S REPORT: DAN KERNLER**

- Led ECCFA New Faculty Orientation
- Answered member emails
- Met with VP/CHRO on the following topics:
 - Security at Library closing - police can be called, if necessary.
 - Confirmed that gender neutral bathrooms will be installed at the new manufacturing and tech center
 - Librarian meetings outside of calendar year - VP Schopen will discuss with Dean Pohrte
 - Confirmed that admin intend to keep in person TLSD meetings required for FT faculty
 - Lisa suggested including a session evaluation for TLSD meetings
 - Dan will bring this up at his next meeting with Annamarie
 - Luis discussed that in the past we had a faculty committee that helped to plan TLSD meetings;
 - Dan will discuss faculty input for these trainings.

- This has largely fallen to CETAL advisory board, which is largely faculty.
 - Discussed the assignment of excess load - ECCFA leadership is uncomfortable approving excess load before course cancellations have happened. We are in discussions about a reasonable path until contract language can be negotiated
 - Attended Senator Castro fundraiser
 - **1ST VICE-PRESIDENT'S REPORT: LUIS MARTINEZ**
 - Attended meeting with VP and head of HR
 - Approved some excess load requests per ECCFA contract
 - **2nd VICE-PRESIDENT'S REPORT: KATHERINE FLETCHER**
 - Responded to member and administration emails
 - **3rd VICE-PRESIDENT'S REPORT: TAMMY RAY**
 - Attended ECCFA New Faculty Orientation
 - Approved a couple of UAF1 excess load requests
 - Attended the VP/ECCFA/CHRO meeting

 - See written report
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COMMITTEE REPORTS

- **Faculty Development** - Jessica Carpenter
We are still waiting on data from financial in order to set the academic year funding amount for UAF. Proposals can still be submitted, and we will notify the UAF groups once the funding level has been set, hopefully next Thursday.

- **Membership** - Kim Tarver
 - See [attached report](#) (contains discussion items).
 - Suggestion to recruit targeted groups of faculty members
 - Let Kim Tarver know if you have ideas for sharing the good news about union membership
 - Please contact Kim Tarver if you are willing to help out with these efforts
 - Luis Martinez, Chris Cunningham, Stacey Shah, Katherine Fletcher, and Liddy Hope are willing to help
 - Note that all faculty members are “in the bargaining unit,” but not all are members.
 - Kim Tarver will prepare a fact sheet to explain benefits of membership
 - Online membership form is available (on [website](#))
 - Many members are not moving lanes as we would hope they do
 - Interest in providing more support and communication about lane movement
 - Stacey Shah is willing to help
 - Dan Kernler mentioned that Katherine DeMars is an expert on the topic
 - Discussion of need to help adjuncts understand contract information and how to keep track their benefits, lane movement, etc.

- **Grievance** - Laura Haske and Peter Han
 - See [attached report](#)
 - No discussion

- **SLAAC** - Angelika Stachnik
 - See [attached report](#)
 - No discussion

ELECTIONS & COMMITTEE REQUESTS

Committee Requests

- **Strategic Enrollment Management (SEM) Committee**
Meetings: Once per month September 2024 through May 2025.

- Seeking one additional faculty representative.
- **Curriculum Committee** (Chair: Marc Beth)
Meetings: 1st and 3rd Fridays of each month. 12:00 -1:00 pm on Zoom
 - 2 HP
 - 1 SBCT
- **Faculty Development** (Chair: Jessica Carpenter)
Meetings: Online recently: E/O Thursday 3:30pm
 - 1 HP
 - 1 CABS
- **Grievance**
Meetings: E/O Wednesday 4:00-5:00 pm (virtual meetings)
 - 1 UAF2
 - 1 UAF1

Elections and Appointments

Items A-F move to a consent agenda

Kim Tarver moved

Luis Martinez seconded

Consent agenda pass

Motion to approve items A-F

Kim Tarver moved

Liddy Hope seconded

Motion carried

Discussion:

- Michelle Kerschner asked about the representation on the police search; Kim stated that the best practices are being followed

A. **Sentinel Editor:** Deyana Matt (UA1 Education) has volunteered **APPROVED**

B. **Strategic Enrollment Management**

Loretta Mielcarek (UAF Graphic Design) **APPROVED**

I'm interested in serving on the Strategic Enrollment Management as I'm concerned in the drop of numbers specifically in my department and I would like to be able to learn and offer assistance in these matters.

C. **Faculty Development:** Jessica Woloszyk (FT Nursing) **APPROVED**

D. **Tenure Committee, Rita Braun (CRSS)**

- a. Faculty's Choice: Ryan Kerr, Associate Professor II of English **APPROVED**
- b. Dean's Choice: Abigail Bailey, Associate Professor II of Mathematics
- c. Instructional Coordinator: Dr. Liddy Hope, Assistant Professor II of Human Services

E. **Police Officer Search**

Volunteer: Todd Ramljak **APPROVED**

I am interested in volunteering for the search committee for police officer. I have over 22 years' experience as a police officer rising to the rank of sergeant. I am still currently involved in the criminal justice field as a court security officer for a county court system. I have a doctorate degree in education, specializing in public safety leadership. In summary, my capstone project was centered on a best practices list for law enforcement agencies to utilize to mitigate and use for training in police officer's excessive use of force incidents. My research concluded the top best practice was removing poor police candidates during the background portion of the hiring process.

I also have the required training at ECC to be on the hiring committee.

I feel I have an excellent combination of practical and research experience to be an asset to the hiring committee. Thank you for the consideration. -Todd Ramljak

F. **President's Search Committee**

- a. Volunteers

- i. Dan Kernler (FT Math) **APPROVED**
As the current ECCFA President, I feel it is part of my responsibilities to represent the faculty on this search. I have connections with faculty from across the college in all of our units, and I hope to ensure that any potential college president recognizes the issues related to our positions at the institution.
- ii. Colleen Stribling (FT ABEC) **APPROVED**
I believe it is important to have representation from ABEC in some form on the committee. Our final numbers will not be available until we begin our late start classes, but I am certain we will be serving 2000+ students this year. In addition, we are dedicated to the many programs that we have designed to transition students to credit classes including our learning committees, I-CAPS, and our Bridge Programs. My hope is that this population will be considered or at least understood in the search process.

G. English Search for Full-Time (2 positions) - positions start Spring 2025

- a. Willing to continue from previous unsuccessful search:
 - i. Blythe Burren (UAF Math)
 - ii. Johanna Cummings Bernard (FT English)
 - iii. Chasity Gunn (FT English)
 - iv. Joshua Thusat (ENG IC)
- b. Additional volunteers
 - i. Kathleen DeMars (FT ABE)
 - ii. Kimberly Reed (UAF Sociology)
 - Discussion if a faculty member in the evaluation process can serve on a hiring committee;
 - One volunteer is currently in the tenure process; another volunteer was told they could not serve because not tenured
 - It has been approved in the past when the faculty member possessed unique qualifications
 - The reasoning behind not using non-tenured faculty is to protect them (per Luis)
 - UA1 and UA2 can serve on hiring committees
 - It would seem that the Senate needs to approve a 5 member committee, not one additional member
 - Have both candidates completed the hiring committee training? (Dan will inquire)
 - Kim Tarver will send guidelines for hiring committees
 - Discussion of contractual timeline for approval of members
- iii. Chris Cunningham moved to table in order to clarify wording and guidelines for members. Kim Tarver seconded
 - Motion to table passed

H. Wellness Committee

Volunteers

- a. Javier Coronado-Aliegro (FT Spanish)
- b. Loretta Mielcarek (UAF Graphic Design)
I'm interested in serving on the Wellness Committee as I have had personal interactions with this committee. And want to help promote its mission and service in our community.
- c. Meghan Staskal-Bradt (UAF ABE)
- d. Chris Cunningham moved that we select one of the three volunteers; Katherine Fletcher seconded
 - i. Motion to have an election passed
 - ii. Discussion and vote of all members present
 - iii. Meghan was approved as the committee member

I. SLAAC: Per SLAAC's request

- a. 1 FT teaching faculty (any division)
Volunteers:
 - i. Arturo Vazquez (FT Psychology)
 - ii. Jessica Woloszyk (FT Nursing) *
- b. 1 library faculty
Volunteer: Beth Hultman (FT Library)
- c. 1 UAF teaching faculty (any division)
Volunteer: Jennifer Clark (UAF English)
- d. Chris Cunningham moved to elect one of the two FT volunteers
 - i. Liddy Hope seconded
 - ii. Motion to elect representative passed
 - iii. Discussion
 - iv. Jessica Woloszyk elected as FT faculty representative
 - Liddy Hope motioned to approve Jennifer Clark and Beth Hultman as library and UAF representatives
 - Kim Tarver seconded
 - Motion passed

OLD BUSINESS

- Foundation Gala attendees - list and meal selections due by 8/28

NEW BUSINESS

- Lab space design in LVPA
 - Admin is forcing space to serve many uses, but many courses have specific needs that don't match those of other areas
 - Labs are redesigned against faculty input, even when there are sufficient space and scheduling alternatives

- Discussion:
 - Ryan Kerr noted that administration and ECCFA members did meet with faculty and tour the spaces to discuss course capacity; how spaces are used may be management rights rather than a negotiated item.
 - Dan Kernler notes that the issues derive from the consequences of shared spaces for various lab section
 - Sue Robinson noted that LVPA spaces are often rented out to outside entities and sometimes this conflicts with scheduled courses
 - Dan Kernler will bring these questions to his bi-weekly meeting with Annamarie
- Instructional Coordinator Survey - volunteers needed to draft questions, collect data, and summarize by the end of Fall 2024
 - Josh Thusat
 - Michelle Kerschner
- Possible options for End-of-Semester Party - Bowling at Elgin Lanes?
 - Thursday is not available at a bowling alley
 - Is there a willingness to look at other alternative for end of semester party?
 - Kim Tarver and Patrick Gordon discussed the desire for additional ECCFA social events during the
 - Dan Kernler will keep this on the back burner
- Bereavement Gift options (ADD EFFCA Guidelines)
 - New budget line \$500
 - We used to purchase pathway bricks, but this is no longer available
 - We need an alternate bereavement memorial
 - Suggestions
 - Donation to ECCFA scholarship
 - Planting trees?
 - Dan Kernler asked members to consider ideas for future discussion
- Additional Topics
 - Bookstore
 - Night class students are having trouble purchasing their books because the bookstore is closed at night.
 - Students can have books mailed, but it costs \$20
 - The bookstore used to be open evenings and Saturdays; could this happen at least for the first weeks of the semester? Also for late start classes
 - Dan Kernler will discuss this at his meeting with the Administration
 - Addition suggestion for a Bookstore chat service for students
 - Stacey Shah referenced an Opening Day reference to getting translation services -- next steps?

- CETAL advisory committee
 - Loose organization -- no specific terms
 - Since opening day and other important topics are handled, ECCFA may want to consider bylaws, more structured membership, term limits
- Tenure committees -- Dan Kernler has not received names for committees yet. May need an online vote
- Josh Thusat asked if students get charged a “late” fee if they register after the semester starts. This is a servingness issue

Division Business -- Dan Kernler deleted this from the agenda, but if there are issues, you can always bring them up during New Business

Motion to adjourn

Tammy Ray moved

Chris Cunningham seconded

motion passed

ADJOURNMENT

ECCFA SENATE FALL 2024 MEETING SCHEDULE: 3:15-4:45 P.M.

- 9/11/2024
- 9/25/2024
- 10/9/2024
- 10/23/2024
- 11/6/2024
- 11/20/2024
- 12/4/2024

ECC BOARD OF TRUSTEE MEETINGS

Faculty are encouraged to attend ECC Board of Trustee Meetings. Please sign up in [this form](#) and we'll send you an Outlook reminder.

- Finance Committee (2:00-3:30, E 100.01)
 - October 7
 - December 9
- Committee of the Whole (3:00-6:00, E100.01)
 - September 9
 - October 7
 - November 11
 - December 9
- Board of Trustees (6:30-9:00, Siegle Auditorium)

- September 10
- October 8
- November 12
- December 10

ADDENDUM - REPORTS

Membership Committee Report, August 26, 2024

Big News! 100% [Electronic Membership Form](#) is now available on ECCFA Website!

The Numbers: Note the swings in bargaining unit numbers compared to 1 month ago.

The Lists: HR uses a seniority list; Payroll uses another list; the lists must be reconciled with IFT. The list authorizing dues deductions has been submitted to payroll; discrepancies are being addressed. Members should monitor their pay advices for accuracy. Please contact me if there are questions related to ECCFA Dues Deduction.

	8/26/24 Total Bargaining Unit Members	Total Signed ECCFA Members	Total Dues Paying Non-member	Total Unsigned	Total % Signed
Full Time	154	149	1	4	96.70%
UA2	200	156	0	44	78%
UA1	73	19	0	54	26%
INA	27	16	0	11	59%
Total	454	340	1	113	74.80%

	7/24/24 Total Bargaining Unit Members	Total Signed ECCFA Members	Total Dues Paying Non-member	Total Unsigned	Total % Signed
Full Time	153	148	1	4	96.7
UA2	177	136	0	41	76.8
UA1	66	22	0	44	33.3
INA	37	21	0	16	56.8
Total	433	327	1	105	75.5

Focus on UA1 ECCFA membership by Division/Area

- ABEC 9/28
- BUS 0/8
- CABS 3/7
- HP 2/9
- LVPA 0/4
- MSE 1/4
- CTE 4/13

Recommended Actions

UA1 Membership Campaign Focus on Department/Division

Focus: ABEC

When: September 23-September 27 (8:30 -12:10 and Evenings, just prior to class start time)

Where: Faculty Workroom, Building K

What: Membership Education, Benefit Materials & Other Resources; Snacks/Party Theme; Members on Site to Foster Connections & Improve Communications

Request: Funds & Volunteers (dollar amount to be determined & presented at 9/11 ECCFA meeting)

B. Host Live and/or Virtual Member Education Events

1. Professional Expense Benefit Demystified
2. Bowling for Dollars: The Salary Schedule
3. The Role of the Faculty Development Committee
 - a. Apply for Funding
 - b. Apply for Alternate Lane Credit
 - c. Group Proposals
 - d. Sabbaticals
4. Know Your Weingarten Rights
5. Grievance or Gripe?
6. Other topics?

Request: Volunteer Speakers, Zoom Hosts, Movie Makers

Submitted by Kim Tarver, Membership Chair

Grievance Report for 8/28 Senate Meeting

<u>Category</u>	<u>Number This Semester</u>
Formal Grievances Filed	1
Disciplinary Meetings Attended	1
Situations Currently Under Review	2
Informal Resolutions Reached	1
Situation Reviewed – No Violation	1
Projects	2

- **Formal Grievances**
 - **Step One - Block Scheduling Contact Hours & Load Protocol.** Grievance and management have agreed to extend the Step One timeline to reach a complete resolution of the grievance. One financial issue remains open.
- **Under Review**
 - IC Involvement in Adjunct Hires | Appendix B-7: Instructional Coordinator Job Description
 - D2L Shell Sharing | Section 9.2: Ownership of Copyrights, Scope & Applicability
- **Informal Resolutions**
 - ADA Accommodation Adjustment | Appendix B-1: Full-Time Teaching Faculty Job Description
- **Projects**
 - ADA Information Request – Grievance is working with the Disability Office on a request to get a list of accommodations that the college has approved to be shared with Senate. Additional information will be gathered about requesting changes due to particular course limitations.
 - Title IX Restructure - The College has dissolved the task force. Grievance met with the Title IX coordinator to discuss practices related to student complaints.

SLAAC Report

The Student Learning Assessment and Advisory Committee (SLAAC) oversees matters relevant to institutional-level [general education assessment](#) at Elgin Community College. The Committee ensures that institutional level assessment reflects the current general education goals of the college.

Additionally, SLAAC was recently restructured to take on responsibilities of the college's Assessment Strategy Team, including supporting the [Advancing Equity Through the Assessment of Student Learning](#) assessment cohorts, which is intended to support faculty in using outcomes assessment to study and close equity gaps in courses and other questions of interest for faculty. SLAAC will now oversee the selection of courses and the Cohort Lead selection process.

This change for SLAAC is intended to help SLAAC further make connections among academic divisions and between faculty and administrators in assessment work. Additionally, SLAAC has committed to regularly reviewing [assessment work documented in the Learning Improvement Reports](#) (LIRs). The idea is to continue a new culture, which ECC has been encouraged to do by the Higher Learning Commission, in which people are seeing that the work they're doing in assessing and submitting their work is actually paying off, that others are caring, looking at it, and doing something about it.

Angelika Stachnik