



Faculty Senate

801 Campus Drive

Gabe Winger — President
Veronica Goosey — Vice President
Winsom Lamb — Secretary
Cody Cundiff — Senator
Dru Saddler — Senator
Seth Kristalyn — Senator
Renee Carmichael — Senator
Michael Knutson — Alternate
Perla Salazar — Ex-officio

FACULTY SENATE MINUTES

Date: 3/25/2022 at 1:00 p.m.

Location: Zoom ID: 999 9256 9588

<https://gcccks-edu.zoom.us/j/99992569588>

- A. **Call to order:** 1:01pm
- B. **Present:** Gabe Winger, Veronica Goosey, Winsom Lamb, Cody Cundiff, Dru Saddler, Seth Kristalyn, Renee Carmichael, Perla Salazar, Leslie Wenzel
- C. **Absent:** Michael Knutson
- D. **Program Highlight** – Questions for Advising – Leslie Wenzel
 - a. Drop/Add procedure: Don't need teacher signature within first 5 days of course in 16wk or first 3 days of short sessions.
 - b. At this point Self-Serve does not have a way to send canned emails to advisors or teachers when students are added or dropped from courses or advising load.
 - c. The new spreadsheet Leslie sent out with advising list should match up with your advising list in Dropout.
 - d. The term "inactive" in Self-Serve applies to programs that are inactive, not students (advisees) who are inactive.
 - e. If you have advisees who you know are no longer at the college, please email their name to Leslie to have them removed from your load.
 - f. There will be a new program implemented to replace Dropout Detective. This new program will allow Datatel and Canvas to "talk".
 - g. Advisors ARE NOT required to evaluate full transcripts of advisees. IF an advisor sees a transfer course on a transcript and believes it to be a course that might be an equivalent GCCC course.....the advisor should look up the course description from the transfer school and make a recommendation to Nancy Unruh. Nancy will consider the recommendation and determine if the courses are equivalent.
 - h. Advising loads are distributed as equally as possible. The concern was that some faculty have none.....some have over 50. Why can't those with lower or no loads be trained to help advise program areas with excessive advising loads. Advising is part of the expectation of faculty and it seems unfair that some don't have to do it. Leslie indicated that the reasons behind some faculty not having advisees was a decision made by instructional

Mission: *The Faculty Senate shall serve as a body of the faculty for the purpose of overseeing the rights, privileges, and interests of the teaching faculty by acting as a liaison with Administration and the Board of Trustees.*

administrators..... If faculty feel they have an unequal or excessive advising load and would like to discuss it, Leslie is open to communication.....please email her.

- i. When students are put into Dropout, all “allies” under the student’s contacts should try to make contact with the student. When the “new” program is initiated, communication with students should be easier.
 - j. All faculty are welcome to attend the advising meetings scheduled for April 4.... 12:00-2:00
- E. **Approval of minutes**– 2/25/22 meeting minutes approved
- F. **Report from College Council** – 3/9, 3/23 Meetings.... see below
- G. **Report from Board of Trustees** – 3/8/22 Meeting.... see below
- H. **Old Business**
- a. Course Cancellation Policy Review
 - i. Seth proofread and made correction to the policy. Reminder that “key words” and “related forms” will be taken off the bottom of policies and “review date” will be added. FS moved to have the policy forwarded on to C & I.
 - b. Outstanding Faculty/Rookie/Staff of the Year
 - i. Gabe will send out the link to nominate this year’s outstanding faculty/rookie/staff.
- I. **New Business**
- a. Instructional Policies Overview
 - i. Add/Drop: Change of Schedule
 - 1. This policy review was moved to the next meeting.
 - ii. Class Meeting Requirement
 - 1. This policy unearthed several concerns. Gabe will take this to his Deans meeting for further research. FS agreed this policy needs to be revised, but certain concerns need to be addressed first.
 - iii. Class Rosters
 - 1. This policy is out of date, as the procedure was pre-Self-Service. Gabe agreed to begin a rewrite of the policy to reflect change. We will revisit this policy at the next meeting.
 - b. Faculty Senate Luncheon
 - i. April 29, 2022
 - ii. Time and Location TBA
- J. **Joys and Concerns:** no joys or concerns
- K. **Executive Session:** not needed
- L. **Next meeting**– April 8th, 1:00 PM
- M. **Adjournment:** 2:25pm

Mission: *The Faculty Senate shall serve as a body of the faculty for the purpose of overseeing the rights, privileges, and interests of the teaching faculty by acting as a liaison with Administration and the Board of Trustees.*

Notes from College Council – 3/9/22

Campus Updates: Campus works, the strategic enrollment group met with us yesterday – Nancy will take the lead as the point of contact. We will be setting up additional meetings over the next several weeks. We will meet with various constituencies across campus through the rest of the semester – students included. This will be coordinated with Council.

KPI: Council has begun working on the Key Performance Indicators for the upcoming school year. This is our tracking system to see how we are monitoring our Pillars of Success. This will take several meetings to get through all of the indicators and once all completed, I will post the information for Senate to review.

Policy Update: Council reviewed 3 policies.

Narcan Policy, Faculty Qualifications, and Policy on Policies. All 3 were approved with changes. All 3 are listed below with the breakdown of changes.

Narcan: We have made some changes to the language. Included using "designated staff"—discussion on if it will be a job requirement for building emergency leaders. We will strongly encourage that they get trained but will not make it mandatory. Rodney will request a stipend for the building emergency person to the budget. Law enforcement must get approval from a lead medical person in the county. Even though we are trained, we cannot administer Narcan because the legislation states that a medical person must approve it. This comes from a Wichita situation where the person used Narcan, which wasn't proper treatment. Until we complete this step will remove building emergency leaders, DPS, and campus police.

Faculty Qualifications: We have expanded how we can credential faculty members. For example, to teach a transfer course, the person must have a master's degree in the areas or a master's with a certain number of credits in the subject. We define a graduate course as a 500 level or above. On the equivalent guidelines, we clarified how many graduate hours come out. Page 1, with HR policies for tracking individuals, we have described masters, tech one, and tech 2. Page 3 modified how we define the areas. Personal career development on page 9 college success is a bachelor's degree for this course. The last change is 10-11, where we put in a table to clarify what scores they need to get to have graduate-level courses counted. It has gone through Faculty Senate and Curriculum Instruction. Chuck and Phil have gone through part-time and full-time faculty files to ensure everything is up to date and accurate.

Policy on Policies: The revisions have been to update the flow of approval—Faculty Senate to C&I and then to College Council. Council is the final decision body for policies. The Operational section also reflects that Council is the final decision body on policies.

Mission: The Faculty Senate shall serve as a body of the faculty for the purpose of overseeing the rights, privileges, and interests of the teaching faculty by acting as a liaison with Administration and the Board of Trustees.

Notes from College Council – 3/23/22

Department Updates: DE&I gave a quick update to the committee about the upcoming items they are involved in. They asked the Council if there was a better way to get students notifications through the GCCC app. Unfortunately, the only way to add an agenda item is to search through all of the upcoming items and select which one you want to add to your calendar.

Recruitment and Retention committees both gave updates for upcoming events. Discussed enrollment target goals. Council decided on a 5% increase from Fall 2021 for the goal this year.

Campus Updates: Campus works has begun to work with GCCC and started pulling information and data.

KPI: Council has continued to work on this. In the next meeting or two we should be able to finish up the document and will release the information then.

Minutes BOT 3/8/2022

COMMENTS FROM THE CHAIR:

President Ruda was selected to be a part of Leadership Kansas. He is one of 40 selected out of 600 nominated. Thank you for your work and dedication, Dr. Ruda. This is a well-deserved award. Congratulations!

The Garden City Community College Board of Trustees approved the 2020-21 financial audit along with a video board for the Broncbuster Stadium athletic complex during the regularly scheduled meeting on Tuesday, March 8, 2022.

The Board heard a recommendation on installing a video board at Broncbuster Stadium. The large-screen video display would improve the sound system for house sound, field mics, and overall game day sound as the sound will be redirected from being in the stands to being included as part of the video board. Additionally, the video board would enhance recruitment efforts, provide incentives and allow for new avenues for revenue generation through advertising, and provide an opportunity to attract sporting events and competitions to the facility.

***Mission:** The Faculty Senate shall serve as a body of the faculty for the purpose of overseeing the rights, privileges, and interests of the teaching faculty by acting as a liaison with Administration and the Board of Trustees.*

Two size options for the video board, a 20'X36' and a 24'X43', were presented. Both sizes have the same quality regarding pixels and picture quality and the same embedded sound system. The Board voted to approve the administrative recommendation of the 24'X43' video board with a sound system for \$548,340. Funding for this project is through the new 2022 COP financing plan.

Additionally, the Board heard a presentation by Lewis, Hooper and Dick, LLC. of the 2020-21 financial audit. The annual audit for GCCC also included the Garden City Endowment Association and the Broncbuster Athletic Association. The audit showed a good fiscal standing for the college, and resulted in an unmodified opinion which is the highest rating available for financial audits and was approved by the Board.

Regarding the 2022-23 Tuition and Fees for Senate Bill 155 (career and technical dual credit courses) in last month's Board packet, there was an incorrect rate listing of \$50 per credit. The increase in fees was not reflected. The Board adopted the corrected Service Area SB155 Tuition and Fees for 2022-23 as \$55 per credit hour.

The next meeting of the Board of Trustees is scheduled for Tuesday, April 12th at 6 p.m. in the Endowment Room at the Beth Tedrow Student Center.