



Faculty Senate

801 Campus Drive

Phil Hoke—President
Nicole Dick—Vice President
Liz Tharman-Secretary
Perla Salazar-Senator
Amy Poteet—Senator
Seth Kristalyn—Senator
Larry Jenkins—Senator
Susan Ortega—Alternate

FACULTY SENATE MINUTES

Date: 8/10/2018

Location: JOYC 1404

- A. **Call to order:** 10:30am
- B. **Present:** Phil Hoke, Nicole Dick, Liz Tharman (on phone), Perla Salazar, Amy Poteet, Seth Kristalyn, Larry Jenkins, Susan Ortega, Larry Pander, Sheena Hernandez, Stacy Michelle, Kurt Wenzel, Ron Carlson, Lachelle Greathouse, Glendon Forgey, Brandy Unruh, Holly Chandler, Tammy Hutcheson, Winsom Lamb, Devin Wa..., Norman..., Kent.....
- C. **Absent:** none
- D. **Approval of minutes:** Will approve next time since our secretary is on the road
- E. Dr. Glendon Forgey – introduction, question session
 - a. Budget – based on reduction of 6.25% due to state reduction of credit hours needed for graduation, however enrollment is also down, about 11%, this leads to \$250K to \$280K drop. Expenses with investigation, interm president, etc. Employee health insurance costs were under represented in budget by about \$100 per person per month. Moving Capital Outlay expenses helped to free up General Budget fund money. \$260K for Canvas and Elucian (sp?) software.
 - i. Will these issues affect student/course fees? No.
 - ii. Students pay 8\$ per credit hour for Cengage Unlimited.
 - iii. Cuts we may anticipate or be thinking about? No department/program budget cuts up to now. We fund more scholarships than he is accustomed to, but if we don't have the money. No cuts anticipated, but, you never know. We should be in good shape.
 - iv. Contingency – state says 20% cash reserves. Do we have this?
 - v. Mill rate state avg ~29. Ours is 21. Also have a low increase rate compared to other community colleges. Maybe raise it?
 - vi. Property Tax? Has gone up. But due to county decisions, may go back down.
 - vii. Capital Budget Plan moving forward? Equipment – may be out of capital budget (equipping a building, not just roofs).
 - b. IT surprises. Only 3 people for college is too low. Maybe re-authenticate device once per year, not 30 days. Drop device off network after not used for 30 days. Maybe open Wifi to be able to get on, like at Wal-mart.
 - i. We have some missing positions in our IT, for example a Web Administrator.

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- F. Larry Pander – Curriculum and Instruction Committee (C&I)
 - a. C&I change of policy – documents/requests must be in at least 1 week prior to C&I meeting to make it on the agenda. Memo to come.
 - b. How much change to a course is okay before it needs to go back to C&I? Larry will send out information and bylaws.

- G. **Report from College Council:** Information Security Policy:
 - a. No meeting this time around.
 - b. Policy was sent out. It is very complicated in some areas. Read it and be aware of this policy.

- H. **Report from Board of Trustees:** July 10 meeting: Gave out the letter. Received assurance that there would be non-retaliation for faculty and staff that participated with the investigation. Consent agenda was approved.

Tuesday, July 31: Board went into executive session. The event was well attended by community members;

 - Following executive session, meeting was adjourned.

Monday, August 6: Board went into two executive sessions. The meeting was attended by more than 100 community members. After the first executive session, the board announced a termination of Dr. Swender's contract along with a consultation role for him until January 1st 2019. The settlement included \$278,000, and health insurance to cover the next five years.

- I. **Old Business:** The letter was presented to the board during the July 10 meeting. Following the meeting, the letter was sent to all faculty in compliance with Kurt Wenzel's request. During the Faculty Senate Report I explained why we waited for the meeting before presenting the letter. The board allowed me to finish my commentary this time.

- J. **New Business:**
 - A. Faculty Welcome and climate check
 - a. All okay so far.
 - B. Professional Development Opportunities
 - a. Get the word out, there is* money available (*Faculty Senate will check with Ryan). Encourage folks to submit the forms for their PD.
 - C. Learning Communities
 - a. Duty for Vice President of Faculty Senate.
 - b. One per month.
 - c. If you would like to or know someone, pass news to Nicole
 - d. Possibilities: Perla and Robots, Jeanie and Quizbowl
 - D. **Concerns**
 - a. IT: Penka and the rest of us have had some difficult times.
 - b. Past week has been very busy, little time to think of classes. **Need** more time to plan for classes. This can't be a habit.
 - i. We are not in trouble. Everyone has worked very hard (thanks Jacque) and when HLC visit happens in November, we can show a lot of improvement and processes.

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- ii. Maybe consider videos to show us how to do some of these things. Time to work on Assessment was useful, but too much time talking.
 - iii. Can a faculty member help with planning for our inservice week? Small sessions with SLAT could have been much more beneficial than large group meeting.
 - iv. All new books is an additional challenge all faculty need to work with but haven't had time for.
- c. Advising
- i. We have some classes that get slammed the first semester. Need to know what classes are good to take in Fall and Spring, or prior to another.
 - ii. Meetings between faculty and advisors can help.
 - iii. Students in Dev Ed classes can NOT be put in certain classes (due to reading level, writing level, or math level).
 - 1. Maybe have a list of good classes for students (who are dev ed across the board) to take concurrently? Sociology, Art Appreciation, ??

E. Establishing a regular meeting time for the semester.

- a. 8:15AM 2nd Friday of Month – will adjust as needed.

K. **Executive Session:** at 11:10am

L. **Next meeting:** Next meeting is 9/14.

M. **Adjourned:** 11:39am