



Faculty Senate

801 Campus Drive

Perla Salazar —President
Brian McCallum —Senator
Courtney Morris —Senator
Winsom Lamb – Senator
Susan Ortega —Senator
Roman Simon – Senator
Gabe Winger – Senator
Seth Kristalyn – Alternate
Nicole Dick —Ex-officio

FACULTY SENATE MINUTES

Date: 11/06/2020 at 1:30 p.m.

Location: Zoom ID: 936 7255 0212

- A. **Call to order**
- B. **Present:** Winsom Lamb, Perla Salazar, Nicole Dick, Susan Ortega, Seth Kristalyn, Gabe Winger, Lachele Greathouse, Brian McCallum, Trish Keller, Greg Greathouse, Courtney Morris, Renee Harbin, Shelli Lalicker, Helen Weeks, Amy Kocher
- C. **Absent:** Roman Simon
- D. **Program Highlight – Advising**
 - a. **Leslie Wenzel:** Advisor training was set up and changes have been made. Students are now being placed with their specific program for advising. Advising has created positive dual advising partnerships with athletics and SSS. Advising center is no longer a walk-in service. Advisors in the advising center have their own loads now. Admissions was having advising center do talks with recruits.....now recruits are sent to programs. Self-Service has started this Spring.....the pilot group is working well. This is not available to all advisors and students...yet. Leslie wrote a grant for 65 Chromebooks for advisors to have in their office for advisees. Start training everyone late Jan early Feb. Leslie plans to create a manual. Signatures on form for enrollment have been limited, so that advisor of record is the only one able to “enroll” a student. Buster athletics and SSS will be co-advisors, but only advisor of record can sign. If there are easier processes for specific programs or departments.....bring concerns to Leslie for consideration. Change of Advisor forms now go through Leslie so she can keep things updated.
 - b. **Financial Aid:** In the current process, Jill runs a report of students with 48 hours completed. The report is given to Leslie who looks up the advisor and asks for a degree plan. The advisor and Leslie can discuss the list if there are any inconsistencies or questions. In the case of any concerns, a Graduation Substitution form may be used. This form can be used to substitute courses and/or catalogs. Financial Aid pays for courses based on the list that is verified by Leslie and the advisor.
 - i. The Grad Substitution form can be found in the Advisor Resources shell in Canvas.
 - ii. The procedures for completing and processing the form are on the form.
- E. **Approval of minutes:** Minutes from Oct 2, 2020 meeting where approved.
- F. **Report from College Council:**

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- a. HLC has requested to come back to check on us late Feb 2023. IT has acquired hotspots that will be available for students to check out over Thanksgiving/Winter Break.
- b. Maintenance is working on locking mechanisms for exterior doors around campus. The goal is to have an App people can download to use for unlocking the doors. There is be limited keys made and distributed.
- c. The Early Childhood Cert was taken to the BOT meeting for approval
- d. Classrooms are getting the technology installed for improved distant learning environments.
- e. Employee hand book was approved with the understanding that changes were still being made. One change being made was the addition of a “How To” section. This will explain different processes on campus.
- f. Dr. Ruda has renamed the “President’s Ambassadors” to “College Navigators”. These students will be given more active roles on campus including being more involved with the Ready App.
- g. There is talk about moving the FHSU outreach office back on campus. This will give our students better access. There has not been any final decisions or office locations made at this time.
- h. Marc is working on the Strategic Plan, particularly identifying key performance indicators.
- i. There is still money in the COVID-19 grant. If there are needs related to COVID that would benefit students, ask about the COVID grant money.

G. Report from Board of Trustees

- a. The BOT approved the ECH Cert Program and it has been sent to the state for final approval.
- b. English and Math gave their Program Review report
- c. There was an Executive Session.....no action was taken
- d. The next BOT meeting is Tuesday, Nov. 10, 2020

H. Old Business

- a. Learning Communities
 - i. Gabe sent out the Survey Monkey. He indicated that the responses were as he predicted. He indicated that the people were most interested in learning about the Cadaver Lab and Welding. Also, 70% of respondents indicated that they would like to have the LC videoed to be able to watch at their convenience. Gabe reported 56% of the respondents would like the “face-to-face” LC to be in the afternoon hours. Respondents of the survey indicated they would like to learn more about the Tech Programs, Meats Lab, Crafts, Cooking, underground tunnels, and the roof of the Joyce and Fouse buildings. The committee agreed that it would be beneficial to collaborate with GC3 Media to create some of these LC videos. The members of Faculty Senate also agreed that the videos could be used by admissions for recruiting. Discussions will continue regarding how to proceed with Learning Communities.
- b. Grade Change Appeal
 - i. A concern Faculty Senate had with the Appeal form was the indication that a “committee” would be formed if needed to compete the appeals process. Faculty Senate questioned if the positions of the one’s selected on the committee should be included on the form. For example, the VP of Students,

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the Dean of Academics.... etc. Marc Malone indicated that identifying the members who would make up the committee was not necessary. Marc also indicated that the form did not have his title correct and asked that it be changed to reflect his title of VP of Instructional Services. There was discussion about including the final step of the process be approval by the college President. As the process stands now, the President is NOT included in the decision-making process. The committee determined that the President entrusted the process to be completed by the delegated personnel and his final approval was not necessary. Perla agreed to continue any further discussion about the Appeal Form on the FS Team Chat. After we have satisfactorily agreed upon the form, Perla will send the form out to Faculty during the week of 11/9-11/13.

- c. Check bylaws (update for clarity)
 - i. Bylaws will be sent to faculty during the week of 11/6 – 11/13
- d. Part Time Teaching by Non-Faculty Policy
 - i. It was the understanding of the committee that this policy was discussed at an early date. FS was asked to revisit the policy for more discussion. The concern with the policy was that it was not being followed equally across campus and therefore pointless. Faculty Senate voted to not approve the Policy as it stands now. Faculty Senate will recommend C&I to not approve the policy.

I. New Business

- a. Accurate count and reporting of COVID numbers on Campus
 - i. There was concern that the cases being reported by GC were not accurate and who was included in the reporting.....students, staff, faculty, off-campus people? Gabe did some research and indicated that the GC3 Website is updated once a week and includes staff, faculty, and students. The numbers reflected on the web can only be those cases that are REPORTED to GCCC. The reported cases information processes through Trish Miller to Tammy Tabor, and finally to Matt Stockemer who updates the Website.
- b. What happens if USD 457 moves to remote learning
 - i. USD 457 moved to level 5. What concerns does this bring to GCCC? We need to be mindful of staff, faculty, and students who may have to adjust how they do work and school if they need to stay home. Please remain flexible with your co-workers and students.
- c. Pros and cons of current teaching situation
 - i. Do we need to create a formal group to discuss the teaching in this new environment? The committee agreed that we have multiple avenues for collaboration with other colleagues. Faculty Senate also agreed that these avenues are not being used effectively. We need to encourage each other to use the resources we have instead of creating a new group or committee.
- d. Zoom guidelines
 - i. Winsom will communicate with the head coaches to start the conversation about a zoom guidelines document. This will be a collaboration between faculty and coaches. The goal is to have a set of guidelines to add to the Spring course syllabus template. Winsom will add the coach's feedback to the discussion thread in the FS Team Chat.
- e. Quarantine guidelines

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- i. Perla asked Marc Malone about what guidelines students were given when they were put in quarantine. Faculty Senate feels there needs to be a statement added to what students get indicating the expectations of being a student.....while in quarantine. Perla agreed to add a new discuss in the FS Team Chat to further discuss this issue.

J. Joys and Concerns

- a. Courtney shared information about research on student/faculty engagement. She indicated that K-12 teachers and students defined “engagement” differently. Can this be something we research at GC3? Maybe this could be a Learning Community opportunity. It would be interesting to distinguish between engagement online/Zoom and F2F.
- b. Gabe shared his experience working with the Make-a-Wish Foundation. Ross Addison and his program coordinated with other community groups and businesses to build a playground for a 12-year-old boy and his siblings in Colby, KS
- c. Brian shared the new art exhibit in the Mercer Gallery. He encouraged everyone to come see it.....please social distance! PRISM held a voter registration event and has started talks about making GCCC polling station. Art Club created a mural on the front of a building on Fulton Street.

K. Executive Session (if needed)

L. Next meeting: Nov 20, 2020

M. Adjournment: 3:06pm