

Roane State Community College Faculty Senate
Minutes for February 19th, 2021 Meeting at 2:00 Eastern
Zoom Meeting ID: 939 7255 4886

Attendees:

Deborah Miles, President	Melanie Hildebrandt	Steve Ward
Gary Gravely, Secretary	April Insko	Elizabeth Weaver
Steven Carriger, Parliamentarian	Jerri Kiser	Jessica Dalton-Carriger, alt.
John Brown, TBR Faculty Sub-Council Rep.	Elizabeth Lewis	Victoria Findlay, alt.
Jala Daniel	Teresa Lucas	Monica Boles, visitor
Michael Golebiewski	Marianna Mabry	Saeed Rahmanian, visitor
Geol Greenlee	Jillian Miller	Lyndy Wibking, visitor
Valerie Herd	Abigail Schoolfield	
	Pam Siergiej	

- I. Established Quorum at 2:01 PM.
- II. Approved January 29th, 2021 Faculty Senate Minutes.
- III. TBR Faculty Sub-Council Updates (See Appendix 1)
 - A. Meeting occurred on February 5, 2021.
 - B. Dr. Hamilton is still out with health problems.
 - C. TBR expressed gratitude for faculty resiliency during pandemic.
 - D. A new statement of purpose is being developed for general education.
 - E. More grants for OER funding.
 - F. Working with Sullivan Branding on enrollment data.
 - G. Pushing for higher education faculty to be included in next vaccination phase.
 - H. Some discussion occurred by representatives from Chattanooga State and Volunteer State about move to eight-week courses. Nothing was mentioned by TBR.
 - I. Discussion occurred regarding what faculty had heard at Achieving the Dream conference regarding seven or eight week courses.
- IV. Vice President's Report
 - A. Watch for email requesting volunteers for Benroth Selection Committee soon after all nominees have been identified. We will need one volunteer per division.
- V. President's Report
 - A. Work Group Updates
 1. Adjunct Representation on Senate – Jala Daniel and Geol Greenlee (See Appendix 2)
 - a. Based on last FS meeting, two takeaways emphasized. Adjunct faculty list could be used to communicate with adjuncts to potentially serve on Faculty Senate. Also, how would we address adjuncts who don't have enough classes to serve in a particular semester?
 - b. Two changes were added to proposal.
 - c. No emails were received about number of voting members allowed
 - d. A comment was made that a question had been asked regarding why full-time faculty were required to have 8 hours when adjunct faculty would be required to teach less.

- e. A reply was made that it was because class availability would make it difficult for adjunct faculty to serve otherwise.
- f. Another comment was made that they wouldn't be a full senator. But would instead be a part of an adjunct council.
- g. A motion was made that we vote on the proposal as it exists.
- h. A concern was voiced regarding the verbiage of "three consecutive semesters" requirement because of class availability in some programs.
- i. A reply was made that three consecutive semesters did not include summer.
- j. A request was made that we should wait for the next meeting for a more formalized statement to be created that might be added to the FS Constitution before voting.
- k. Another request was made that we "clean up the language" before voting.

B. Old Business

1. 2021 Faculty Senate Election Report

- a. Election Platform – Survey Monkey
- b. Election Timeline

i. Nominations for President and Vice-President: February 22nd – 26th

Tenured Faculty who have been nominated as Division Senators:

David Blevins	April Insko	Teresa Manis	Ted Stryk
Monica Boles	Stacy Jacobs	Jimmy Miller	Steve Ward
John Brown	Elizabeth Lewis	Vickie Pierce	Don Windham
Jala Daniel	Teresa Lucas	Pam Siergiej	Pat Wurth
Michael Golebiewski	Brenda Luggie	Ron Sternfel	

ii. Election (Last Thursday in March): March 25th 8 am – 8 pm Eastern

2. Update: President Whaley's Response to Faculty Senate Resolutions

a. Shared Governance

- i. Resolution Request: Re-establish regular lines of communication between Faculty Senate and administrators.

President Whaley: *I welcome the opportunity to communicate with the Faculty Senate and I look forward to receiving invitations to address the Senate at future meetings, as the Senate deems appropriate. I also welcome you to contact Sherry Jackson anytime you would like to schedule a time to meet.*

- ii. Resolution Request: Recognize the Faculty Senate as an elected body whose role it is to provide input and recommendations on all matters of faculty concern.

President Whaley: *As the Faculty Senate Constitution states, it is the purview of the Senate to provide "an orderly process for improving communication and mutual understanding between the administrative officers, the faculty, and the students of the college" and to "express the collective opinion of the faculty to the administration of the college on any matter of concern to the faculty, and to provide for the administration a significant avenue for the dissemination, discussion, and evaluation of all matters of concern to the faculty."*

- iii. Resolution Request: Establish a President's Forum to be held regularly throughout the year to offer all faculty an opportunity to relay concerns and have them addressed.

President Whaley: *I will establish periodic forums to permit faculty and staff to ask questions, voice concerns, etc. During the pandemic, these discussions have been a part of the weekly zoom meetings hosted by the RSCC Counseling Department.*

b. Faculty Responsibility for Methods of Instruction

- i. Resolution Request: Establish a committee whose majority is made up of faculty to determine priorities for Manly and Summer Instruction Grants.

President Whaley: *In the current Manly and Summer Instructional grants process, the Academic Deans gather faculty requests for funding and then meet together to consider the requests and to prioritize them. This process appears to work very well and I feel it is best to continue this process as we move forward.*

- ii. Resolution Request: Establish a committee whose majority is made up of faculty to review and approve modifications to classrooms, labs, and other instructional facilities.

President Whaley asked for clarification, followed by: *If the request relates to instructional equipment in classrooms, I believe that is also best left for the Academic Deans to oversee, working with and soliciting input from the faculty member(s) teaching in those rooms.*

- iii. Resolution Request: Relegate the assignment of particular courses to Zoom instruction to the deans with input from faculty teaching the courses.

President Whaley: *It is the role of the Academic Deans, working with faculty input, to assign course delivery methods (including zoom, etc.) – under the overall supervision of the Chief Academic Officer.*

c. Committee for Faculty Workload and Compensation Protocols

- i. Resolution Request: Establish or amend a committee to include a faculty representative from each division with the purpose of developing clear, written workload policies which are applied consistently and equitably within each division.

President Whaley: *I encourage the existing Faculty Senate Workload Committee, to include whatever representation the Senate deems appropriate, to propose workload policies to the Chief Academic Officer, for consideration.*

- ii. Resolution Request: Report progress of the committee at each Faculty Senate meeting.

d. Transition and Advising Committee

- i. Resolution Request: Establish or amend a committee to include faculty representatives with the purpose of developing clear, written advising policies which are applied consistently and equitably across the institution.

President Whaley: *I encourage the existing Transitions Committee, which includes faculty representatives, to propose advising policies to the Chief Academic Officer, for consideration.*

- A reply was made that the Transitions Committee did meet recently and another meeting is scheduled.

- e. President Whaley will be invited to the Faculty Senate at the March 19 meeting. A comment was made that the meeting's purpose would be to have a dialogue with the President regarding problems that have potential solutions.
3. Update: Employee Satisfaction Survey Timeline (See Appendix 3)
- a. Timeline
- Since November 2016 the Faculty Senate has tried to implement an employee satisfaction survey. Initially, the survey was put on hold due to RSCC's participation in Achieving the Dream and the associated survey administered in March 2017.

Over a year later, in September 2018, Faculty Senate President Mike Farmer reintroduced the possibility of the Senate leading an employee satisfaction survey. By January 2018, a committee headed by VP Saundra Stiles, had researched survey instruments, made a recommendation, and secured the approval of President Whaley. The Internal Auditor, Cynthia Cortesio, had agreed to assist with the survey development over the summer and administration of the survey in early fall.

Ms. Cortesio attended the April 2019 Faculty Senate meeting and announced that her plan included the requirement that she alone would see the raw data results of the survey. This statement was concerning to several Senators as noted in the discussion that followed. Ultimately, a plan was accepted by the group.

In May 2019, Deborah Miles and Sue Sain, Faculty Senate President-elect and Vice President-elect, met with President Whaley to begin the survey development process. He informed us that Chancellor Tydings had cancelled the survey. With his permission, Sue contacted the chancellor for an explanation. Chancellor Tydings stated that President Whaley would get better feedback from his employees on a one-on-one basis than he would from an anonymous survey.

b. AAUP Update

At the October 2020 meeting of the Tennessee Conference of the AAUP, Kathy Arcangeli provided an update on faculty concerns at RSCC. Upon hearing about the cancellation of the survey, the Tennessee Conference passed a motion for their president to send an open letter to the Chancellor on our behalf requesting that we be allowed to have an employee satisfaction survey. The letter was sent on December 4th and was included in the fall newsletter of the Tennessee Conference. This letter will be included as an attachment to our meeting minutes for today. (See Appendix 3)

B. New Business

1. A comment was made regarding concerns related to how classes are going to be administered on ground versus online and other issues related to returning to campus in Fall 2021 and how much faculty input has been allowed.
2. A comment was made that a Google doc be created to prioritize concerns that be addressed in the meeting with President Whaley.

VI. Adjourned at 3:12.

Appendix 1

TBR Subcouncil Notes

Executive Vice Chancellor Russ Deaton:

- Dr. Lana Hamilton still out with health problems
- Dr. Chuck Lopez replacing Greg Cedrick in overseeing eCampus
- Expressed gratitude for faculty resilience during pandemic
- Gov. Lee proposes budget on Monday, 2/5

Dr. Heidi Lemming (Vice Chancellor for Student Success)

- Admissions policy change recommendation approved: applicants with associates degree would no longer have to submit high school transcripts when applying to CC

Academic Affairs Staff Updates:

- Dr. Robert Denn:
 - o Chancellor's Commendation for Veterans discussed (Bruce Cantrell recognized at RSCC)
 - o 9 of 13 TBR CCs certified VETS Campuses (RSCC is not one of them, but there is interest)
 - o TBR General Education State of Purpose proposed, will be voted on by campus team leaders (RSCC's leader is Diane Raines).
 - o DEI/OER: grants given to help transition to Open Education Resources (OER); funding received now for second year, which will be open to all courses, not just gen-ed, and to TCATs (RSCC is an OER Designator pilot)
- Dr. Chuck Lopez:
 - o TBR working with Sullivan Branding of Memphis to look at enrollment data, hold focus groups, etc. to college information on eCampus and where we see it going
 1. Some faculty may be contacted with surveys from Sullivan Branding. Please reply if you are contacted
- Deaton and Friends:
 - o Working to determine which programs are eligible for dual enrollment grant
 - o Working on revised Strategic Plan to be submitted to board in June 2021
 1. Midcycle review of Drive to 55

Student Success Updates:

- Dr. Tiffany Stewart: Advising Academy held virtually, March 11-21
 - o Two advising grants obtained by TBR
 - o Advising Innovation Grant awarded to 10 CCs (RSCC is one)
- Waymire:
 - o Accessibility audit: publisher content most challenging; syllabi found most accessible

Discussion Items:

- Electronic Faculty evaluations
- General Council Lapps:
 - o Programs for minors widely adopted after Penn State and Michigan State
 - o A new policy requires that those having contact with minors have background checks

1. This does not include DE or MC, or 17 year old students
 2. It mostly includes sports and academic camps held on campus
- 7 week sessions:
 - Vol and Chatt State going this direction, both received pushback
 1. Vol State seems to have backed off for now
 2. Chatt had been moving in this direction before the pandemic; admin wanted a plan for 7 week schedule
 3. Admin at Chatt State thinks success rates are better for students at 7 week schedule
 4. Shared governance coming "on the back end"
 - Some out of state colleges are doing this. Amarillo a model for this
 - Some programs have raised questions. Math was raised as a question.
 - Concerns expressed about how at-risk student populations would do with 7 week schedule
 - Most present seemed opposed
 - One suggested this was a trend that may gain more speed
 - Covid vaccinations for faculty:
 - Higher ed faculty not included in a phase
 - TBR pushing for this, but no info yet
 - Other topics:

24% enrollment drop at SW

Appendix 2

Senate Committee on Adjunct Faculty

Part-time faculty members, also deemed adjunct faculty, are represented by a standing adjunct faculty committee established within the Faculty Senate. This committee will serve to embody the professional and academic interests of the adjunct faculty at Roane State Community College. This includes recommending policy and practices regarding the recruitment, employment, orientation, support, and development of adjunct faculty at the college. Representatives shall be selected according to the following criteria:

- During the college's fall adjunct in-service meeting, information is distributed to all adjunct faculty regarding Senate representation. Additionally, an email communication via the adjunct faculty listing regarding Senate representation will be sent the first week of classes in August. Interested adjunct faculty are encouraged to contact their division Dean or a Senator within their division.
- On a volunteer basis, the division may accept up to 5 adjunct faculty representative nominations.
- The adjunct faculty committee will consist of 1 adjunct faculty representative per academic division, voted in by the faculty of that division.
- The adjunct faculty representative is expected to serve for 1 academic year.
- Members of the adjunct faculty committee must be teaching within the current major semester (fall or spring); and must have taught at least 1 course per semester for a minimum of 3 consecutive semesters.
- In the event an adjunct faculty representative is unable to serve the remainder of an academic year, subsequent nominations and elections will promptly take place within the semester of the vacancy according to listed criteria.
- The adjunct faculty committee is required to elect their own Chair from within the members serving on the adjunct faculty committee.
- The Chair will serve as the voting member for the adjunct faculty committee. Non-chair adjunct faculty members do not have voting rights.
- The Chair of the adjunct faculty committee as well elected adjunct faculty representatives are expected to attend all Faculty Senate meetings. Should the Chair of the adjunct faculty committee be unable to attend, he/she should appoint a substitute from the adjunct committee in absence.

Appendix 3

Tennessee Conference of AAUP – Open Letter to the Chancellor



Chancellor Flora W. Tydings
Tennessee Board of Regents
1 Bridgestone Park, Third Floor
Nashville, TN 37214

December 4, 2020

Dear Chancellor Tydings,

I am writing to you on behalf of the Tennessee Conference of the American Association of University Professors (AAUP). It has come to our attention that for approximately four years, the Faculty Senate at Roane State Community College has been requesting an employee satisfaction survey to be administered by a third party. We believe that the faculty at Roane State should have an opportunity to provide confidential feedback to their administration and we ask that you give permission for the survey.

Since 1915, it has been the mission of the national AAUP to define standards for higher education, to advance academic freedom, and to promote the principles of shared governance. The AAUP believes that frequent, transparent, and constructive communication among all components, including the governing board, administration, faculty, students, and others involved with the operations of the College is essential for solving educational problems. The Tennessee conference of the AAUP has been informed that under the leadership of the current Roane State President, Dr. Chris Whaley, communication between administration and faculty has been poor. The faculty, through the Faculty Senate, requested a survey which was originally approved in January 2019 but was cancelled at your direction before it could be administered. A direct result of the survey cancellation was the compilation and submission of an extensive report of concerns by several faculty members. Receipt of this report compelled you to appoint your Chief Audit Executive to initiate an internal audit of Roane State. The audit has been ongoing since December 2019 with no information provided on a projected end date.

On behalf of the faculty at Roane State Community College, we request that a third-party faculty survey be approved and administered for Roane State this academic year. Additionally, we request that the survey committee include faculty representatives chosen by the Faculty Senate.

Thank you for your time and consideration.

Sincerely,

[Josephine A. McQuail](#)

Josephine A. McQuail, Ph.D.

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